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COMMITTEE:	MID SUFFOLK CABINET
DATE:	MONDAY, 7 NOVEMBER 2022 10.30 AM
VENUE:	KING EDMUND CHAMBER, ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH

Councillors
<u>Conservative and Independent Group</u> David Burn Julie Flatman Jessica Fleming Peter Gould Lavinia Hadingham Suzie Morley (Chair) Harry Richardson (Vice-Chair) John Whitehead Gerard Brewster

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AGENDA

PART 1

MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT

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- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **MCa/22/24 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 OCTOBER 2022** 5 - 8
- 4 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**
- 5 **QUESTIONS BY COUNCILLORS**
- 6 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

7 FORTHCOMING DECISIONS LIST

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

[Forthcoming Decisions List » Mid Suffolk](#)

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Date and Time of next meeting

Please note that the next meeting is scheduled for Monday, 5 December 2022 at 10.30 am.

Webcasting/ Live Streaming

The Webcast of the meeting will be available to view on the Councils YouTube page: https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

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Agenda Item 3

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Monday, 3 October 2022

PRESENT:

Councillor: Suzie Morley (Chair)
Harry Richardson (Vice-Chair)

Councillors:	Gerard Brewster	David Burn
	Julie Flatman	Jessica Fleming
	Peter Gould	Lavinia Hadingham
	John Whitehead	

In attendance:

Councillors Keith Welham – Chair of Overview and Scrutiny Committee
Andrew Mellen

Guest(s): Adam Bunce – 2020 Consultancy
Mark Emms

Officers: Chief Executive (AC)
Deputy Chief Executive (KN)
Director – Law, Governance & Regulatory Services and Monitoring Officer (EY)
Director – Corporate Resources and Section 151 Officer (ME)
Director – Economic Growth and Climate Change – (FD)
Director – Assets and Investments – (EA)
Corporate Manager – Governance and Civic Office (JR)
Service Improvement Advisor – Operations (SB)
Parking Service Manager – Environment & Projects (SG)
Corporate Manager – Finance Operations (RH)
Assistant Manager – Governance (HH)

Apologies:

None

40 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interests made by Councillors.

41 MCA/22/20 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 5 SEPTEMBER 2022

It was RESOLVED: -

That the minutes of the meeting held on the 5 September 2022 be confirmed

and signed as a correct record.

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

None received.

43 QUESTIONS BY COUNCILLORS

None received.

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

44.1 The Chair, Councillor Morley invited the Chair of the Overview and Scrutiny, Councillor Welham to provide an update of the recent Overview and Scrutiny Committee meeting.

44.2 Councillor Welham referred to the Overview and Scrutiny Committee recommendation to Cabinet detailed in the tabled papers. He then provided an update from the recent Committee meeting including concerns over the uncertainty in predicting parking capacity, and queries over the governance of the parking strategy implementation. The Committee had requested that the business case for the Implementation Plan be made available for scrutiny at an appropriate time, including Information Bulletins at key stages of the implementation phase.

44.3 Councillor Welham added that the Parking Strategy needed to encourage implementation of proposals to discourage car use by providing opportunities for journeys to be undertaken by other means. The Committee had queried why a heat map to identify problem areas in relation to enforcement had not been produced, and that data had been collected before the sharp increase in fuel prices and the cost-of-living crisis.

44.4 On street parking, and parking for vehicle sharing and lorry parking for the A14 corridor and elsewhere, and the limited scope of the Strategy due to carparks being under the control of others, including Suffolk County Council, were also raised as concerns of the Committee.

45 FORTHCOMING DECISIONS LIST

There were no comments made for the Forthcoming Decisions List.

46 MCA/22/21 BABERGH AND MID SUFFOLKS PARKING STRATEGY 2022-2042

46.1 The Chair, Councillor Morley invited the Cabinet Member for Environment, Councillor Fleming to introduce the report.

46.2 Councillor Fleming provided an introduction to the report and moved recommendations 3.1, 3.2 and 3.3, as detailed in the report.

- 46.3 Councillor Gould, Cabinet Member for Economic Growth seconded the recommendations.
- 46.4 Councillor Gould commended the officers for the work undertaken on the Parking Strategy and the consultation process.

By a unanimous vote.

It was RESOLVED: -

- 1.1 That the background evidence reports provided to support the new parking strategy be noted.
- 1.2 That the new parking strategy for Mid Suffolk and its proposed recommendations, accepting that some recommendations may require full business cases to be approved by Cabinet at a later date be approved.
- 1.3 That delegated authority for the Director of Economic Growth and Climate Change in consultation with the Portfolio Holder for Environment to deliver proposed recommendations through the creation of a focused implementation plan, subject to any business case approvals required as part of 1.2 above be approved.

47 MCA/22/22 EXEMPTION OF RIGHT TO BUY RECEIPTS FOR NEW COUNCIL HOUSING FROM POOLING

- 47.1 The Chair, Councillor Morley invited the Cabinet Member for Finance, Councillor Whitehead to introduce the report.
- 47.2 Councillor Whitehead provided an introduction to the report and moved recommendation 3.1, as detailed in the report.
- 47.3 Councillor Hadingham, Cabinet Member for Housing seconded the recommendation.

By a unanimous vote.

It was RESOLVED: -

That application for exemption from pooling for all Right to Buy receipts from the sale of existing council homes built or acquired since July 2008 and homes built or acquired by the Council going forward is approved.

48 MCA/22/23 COUNCIL TAX REDUCTION (WORKING AGE) SCHEME 2023/24 - CONSULTATION

- 48.1 The Chair, Councillor Morley, invited the Cabinet Member for Finance,

Councillor Whitehead to introduce the report.

- 48.2 Councillor Whitehead introduced the report and moved recommendations 3.1 and 3.2, as detailed in the report.
- 48.3 Councillor Richardson, Cabinet Member for Health and Wellbeing seconded the recommendations.
- 48.4 Councillor Fleming queried whether the changes would be cost neutral to the Council and if the proposal would be subject to a review on how the scheme was working.
- 48.5 Councillor Whitehead responded that the scheme would be marginally cost beneficial to the Council and detailed the implications for the Council. He added further that this would be a temporary situation for two years after which point the tax would revert to 5%.
- 48.6 In response to Councillor Fleming's further questions, the Director for Corporate Resources assured Members that the consultation would be clear on the fact that the exemption was a temporary solution.
- 48.7 During the debate concerns were raised regarding the clarity of the scheme and the implication for the one-year duration of the exemption.

By a unanimous vote.

It was RESOLVED: -

- 1.1 To consult on Option 3 as set out in Appendix B of this report as the basis for a revised (Working Age) Council Tax Reduction Scheme for 2023/24.**
- 1.2 To authorise the Director for Corporate Resources following consultation with the Cabinet Member for Finance to initiate the formal consultation on the proposed revision to the Mid Suffolk District Council (Working Age) Council Tax Reduction Local Scheme.**

The business of the meeting was concluded at 11.16 am.

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Chair

Agenda Item 8

MID SUFFOLK DISTRICT COUNCIL

TO:	Mid Suffolk Cabinet	REPORT NUMBER: MCa/22/25
FROM:	Cllr Lavinia Hadingham - Cabinet Members for Housing	DATE OF MEETING: 7 November 2022
OFFICER:	David White, Housing Transformation Manager & Chris Stratford, Interim Director of Housing	DECISION REF NO.: CAB345

TENANT ENGAGEMENT STRATEGY

1. PURPOSE OF REPORT

- 1.1 To share with Members for their approval Babergh and Mid Suffolk District Council's Tenant Engagement Strategy 2022.

2. OPTIONS CONSIDERED

- 2.1 OPTION 1 – To approve the strategy in its current form and acknowledge the changing landscape of social housing regulation in terms of the significance of good tenant engagement.
- 2.2 Option 2 – To do nothing.

3. RECOMMENDATIONS

- 3.1 Option 1 - To approve the strategy in its current form and acknowledge the changing landscape of social housing regulation in terms of the significance of good tenant engagement.

REASON FOR DECISION

The strategy has been co-designed with tenants through a consultation exercise with the Tenant Board, the wider tenant population, portfolio holding members and some key staff.

It is important for the councils to have a Tenant Engagement Strategy to set out how we, as a landlord, ensure that tenants are given a wide range of opportunities to influence and be involved in the formation of their landlord's housing-related strategic priorities. This includes decision making about how services are delivered, performance scrutiny and the management of their homes as required in the Regulator's Tenancy Involvement and Empowerment consumer standard.

4. KEY INFORMATION

- 4.1 The Government publication of the Social Housing White Paper, Charter for Social Housing Residents, and the proposed Tenant Satisfaction Measures are all set to become statute law during 2022/23. This impending legislation has rightly brought a

renewed focus on the importance of empowering and listening to social housing residents.

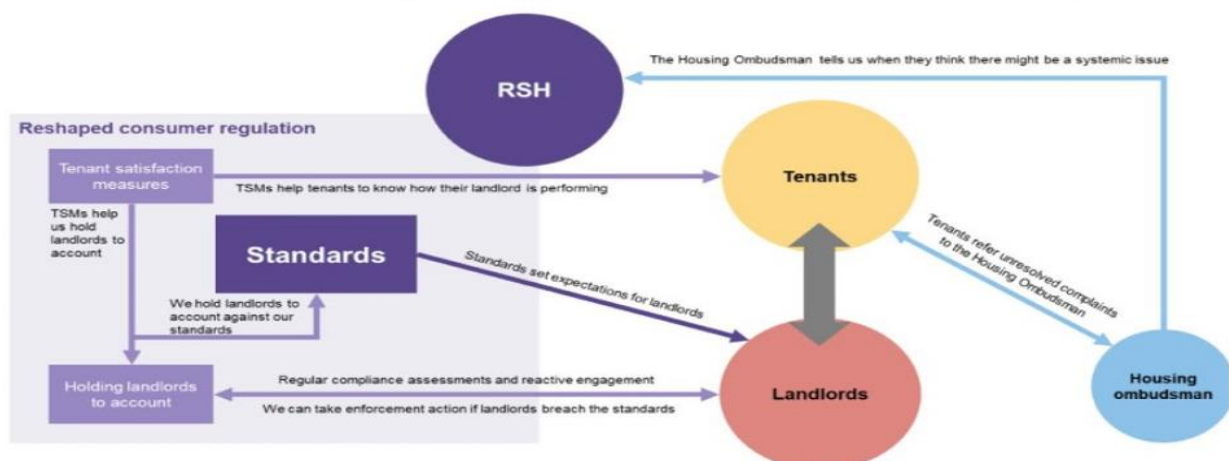
4.2 The emerging legislation brings a change to the level and type of regulation for Local Authority landlords with an emphasis on proactive engagement with its tenants. As part of the introduction of the legislation, both the Regulator for Social Housing and the Housing Ombudsman have been given enhanced powers. Central Government has been clear that they want the Regulator to create a strong, proactive consumer regulatory regime, strengthening the formal standards against which landlords are regulated and require them to:

- be transparent about their performance and decision-making – so that tenants and the regulator can hold them to account
- put things right when they go wrong
- listen to tenants through effective engagement

4.3 Both bodies will now work closer together to identify failings and areas of concern. They also have the power to issue and enforce improvement notices. The Regulator can also impose unlimited fines on landlords that are not performing against the Regulations and Consumer Standards and are introducing routine inspections for all landlords with over 1000 homes at least once every four years, this will be twice in four years as we are two sovereign councils. The diagram below demonstrates how this is brought together.

4.4 Chapter 5 of the Charter for Social Housing Residents focuses on 'To have your voice heard by your landlord' and the regulator is expecting all landlords to:

- seek out best practice and consider how they can continually improve the way they engage with social housing tenants.
- deliver a new opportunities and empowerment programme for social housing residents, to support more effective engagement between landlords and residents, and to give residents tools to influence their landlords and hold them to account.
- review professional training and development to ensure residents receive a high standard of customer service.



- 4.5 Meaningful tenant engagement drives better service delivery, increases tenant satisfaction, and ensures that tenants are involved in decisions that affect their housing. The strategy sets out the various ways our tenants and leaseholders can choose to be involved with and influence us. As well as how we are going to support our tenants by providing them with the knowledge and information required to be able to hold us to account on our performance.
- 4.6 The strategy and wider tenant engagement function of the councils will ensure that we are being as inclusive as possible to residents from all communities and demographics by offering both digital and non-digital methods for engagement where required and is an area of compliance within the Tenant Involvement and Empowerment Consumer Standard which states registered providers must: “provide choices, information and communication that is appropriate to the diverse needs of their tenants in the delivery of all standards, demonstrate that they understand the different needs of their tenants, including in relation to the equality strands and tenants with additional support needs and provide support to tenants to build their capacity to be more effectively involved.
- 4.7 We want our tenants and leaseholders to be at the heart of decision making and for our tenant engagement structure to enable as many people as possible to engage with us, capturing the non-engaged tenant voice and removing the barriers to engagement where practicable.
- 4.8 We first consulted with the existing Tenant Board to gain their insight on what currently works well and not so well within their roles, more widely across the tenant engagement function of the council and what they believed the function of the Tenant Board to be. We also created a survey that was sent out through the digital tenant’s newsletter, My Home Bulletin and by post to those who do not subscribe to the newsletter. The questions asked during the consultation can be found at **Appendix B**.
- 4.9 We had 1092 responses which is a 16% return rate. The responses have helped to inform the strategy and its 5 priorities and promises and are based around common themes as our tenants told us what they valued the most about their landlord relationship with the council. The results of the survey can be found at **Appendix C** and are split by response type where practicable.
- 4.10 The strategy outlines our proposed engagement structure and is accompanied by a delivery plan which outlines what actions we will take and what success will look like throughout the life of the strategy. This structure has been based around the TPAS Smart Review’s recommendations (carried out in June 2021), which can be found as a background paper to this report.
- 4.11 The TPAS review assessed our engagement structure and offer against their seven national engagement standards. Below is a table of the themes and our assessment rating against each:

Overall assessment against the seven National Engagement standards:

THEME	ASSESSMENT
Theme One: Governance and Transparency	Partial
Theme Two: Scrutiny	Partial
Theme Three: Business and Strategy	Not Met
Theme Four: Complaints	Partial
Theme Five: Information and Communication	Partial
Theme Six: Resources for Engagement	Not Met
Theme Seven: Community and Wider Engagement	Not Met

- 4.12 As you can see from the extract above, we either partially met or did not meet the national engagement standards as part of the assessment and we have made sure we have used their recommendations to ensure that the strategy will enable us to meet or exceed their standards through the delivery of the action plan. Work has already taken place since the original assessment in June 2021 particularly around the complaints theme and we continue to work closely with colleagues outside of housing to ensure we are providing excellent services to all our residents.
- 4.13 The strategy and its progress against the delivery plan will be monitored by the Portfolio Holders for Housing and our Tenant Board group quarterly. We will also report our progress to tenants through our annual tenant report and quarterly through our websites.
- 4.14 We will be developing a communications plan for resident engagement across the councils, sharing the strategy through our websites and will provide a physical copy on request. The strategy's vision and 5 priorities will also be sent to every tenant household using a postcard, along with a QR code, which when scanned will show a video we are going to produce with tenants. There will also be a phone number included to request a physical copy for those that are not digitally included.

5. LINKS TO CORPORATE PLAN

- 5.1 This strategy vision aligns with our Homes and Housing Strategy aim of Babergh and Mid Suffolk being an effective social landlord, known for delivering quality services, and the aim for both councils to have a strong relationship with their residents.
- 5.2 Involving tenants in the running of the service is one of the seven aims of the Housing Revenue Account Business Plans.
- 5.3 This strategy's vision is also the same as the Housing Programme Board's vision of "Housing services are delivered through multiple channels that convey clear, streamlined communication with our residents. Meaningful tenant engagement puts tenants at the heart of everything we do".
- 5.4 We will also work with the rest of the Councils teams who have a stake in Resident and Tenant Involvement, including how we can work closely together in the development of the Councils Resident Engagement Strategy and will ensure we are avoiding duplication, sharing learning and best practice and where necessary sharing resources to deliver on the strategy's delivery plan.

6. FINANCIAL IMPLICATIONS

- 6.1 There are possible financial implications in the delivery of the strategy's vision and its delivery plan, individual project budgets or extra resources may need to be considered funded through the existing Housing Revenue Account budgets.

6.2 LEGAL IMPLICATIONS

- 6.3 There are no legal implications arising from the strategy and action plan however, failure to comply with the Regulator for Social Housing could result in fines and cause damage to our reputation and the relationship between tenants and their landlord.

7. RISK MANAGEMENT

- 7.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Non-Compliance with the Regulator for Social Housing	3 – Probable – may occur	3 – Bad/Serious – Adverse effect on local and national reputation	Complete a set of actions plans and gather evidence to demonstrate we are compliant with the regulatory standards
Failure to deliver the Tenant Engagement Strategy work	2 – unlikely	2 – Noticeable – reputation and trust between landlord and tenant could be affected	Ensure we are working alongside other teams within the council to deliver on the wider Resident Engagement Strategy and Commitment from corporate function to provide assistance, resources and work together to achieve the aims and deliverables of the strategy.

8. CONSULTATIONS

- 8.1 Tenant Engagement Strategy Survey to tenants and results – **Appendix B & C.**
- 8.2 Draft Strategy approved by members of the Tenant Board at a meeting held on 25th August 2022.
- 8.3 We also carried out a review of our Tenant Engagement offer with TPAS, experts in Tenant Engagement, and there were areas of improvement or weaknesses highlighted that we have tried to address through the strategy, our proposed structure, and the delivery plan using the current resources we have available. This can be found as a background paper to this report.
- 8.4 We have also consulted with the portfolio holders for Housing, Political Leadership Group, Senior Leadership Team and other colleagues working across teams who will be key in delivering the council's wider Engagement Strategy, ensuring we are working together to deliver good resident engagement across all council services, share resources and reduce duplication.

9. EQUALITY ANALYSIS

- 10.1 An Equality Impact Assessment has been completed for the strategy and one of the priorities of the strategy is all about Valuing Diversity and Inclusion. There are specific actions and targets relating to this priority within the strategy and its delivery plan. We have also identified through the EQIA that there are some gaps in our tenant demographic data and therefore work is being planned to improve our data in this area so that in the future we can use this insight to deliver more targeted services and more meaningful engagement.
- 10.2 We have also been mindful of the responses from tenants through the consultation about ensuring that there are various opportunities and methods that tenants can influence our housing service by using both traditional and digital channels. We also aim to make engagement more relevant to place and therefore relevant to peoples own local identity, specifically through the creation of Neighbourhood Champion roles alongside offering residents support for more local residents' groups and representation. We hope that the impact of this will lead to increased levels of engagement amongst currently underrepresented people.

10. ENVIRONMENTAL IMPLICATIONS

- 10.1 There are no environmental implications associated with the Tenant Engagement Strategy or its action plan.

11. APPENDICES

Title	Location
(a) Tenant Engagement Strategy	Attached as Appendix A
(b) Tenant Engagement Survey	Attached as Appendix B
(c) Tenant Engagement Survey Results	Attached as Appendix C
(d) Tenant Engagement Strategy Delivery Plan	Attached as Appendix D

12. BACKGROUND DOCUMENTS

- 12.1 TPAS Smart Review carried out in June 2021.
- 12.2 [Tenant Involvement and Empowerment Standard – Regulator for Social Housing.](#)

13. REPORT AUTHORS

- 13.1 David White – Housing Transformation Manager and Chris Stratford – Interim Director of Housing.



Babergh and Mid Suffolk District Councils

Tenant *Engagement* Strategy



Introduction

The councils have developed a Tenant Engagement strategy to reflect the importance and benefits of good tenant engagement - ensuring that all tenants and leaseholders have a voice in the running of the councils' housing services.

With the introduction of the Social Housing Regulations Bill and the new regulatory framework all tenants should have the knowledge, skills, and opportunity to monitor and scrutinise the councils' performance as a landlord.

A home is more than a roof over our heads, as a tenant, we should have a say in the way things are done, and the changes that are introduced. We should have a say in the decisions being made to our homes and be part of the decision-making process.

This strategy offers tenants a range of choices in the ways they can work and engage with the councils, to ensure that the voice of the tenant is heard and considered - supporting the councils' ambition to deliver an excellent customer led service.

Based on the responses from the Tenant Engagement Survey and working with the existing Tenant Board and Councillors, the councils have set out five core goals and promises with a range of measurable actions so, as tenants, we can clearly see where they have succeeded or failed.

Throughout the Strategy you will see some targets that you may feel are stretching but you will also notice that there is a clear delivery plan so tenants can see how the councils are measuring up.

Going forward there will be many more opportunities for tenants to be able to participate in decision making about their homes, communities, and services offered alongside elected members of the councils. The strategy seeks to build a culture throughout the housing services that shows that it listens to, learns from, and values the lived experiences of its tenants, and on top of that acts on the feedback received.



Liz Perryman
Tenant Board Representative

This strategy sets out how Babergh & Mid Suffolk District Councils' will develop tenant engagement opportunities, so that you can effectively and meaningfully work with us.

The overall aim is to increase the levels of community engagement, using what you tell us to help shape our services and provide you with assurance around our performance, your safety and anything else that is important to you.

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Our Strategy Vision

"Housing services are delivered through multiple channels that convey clear, streamlined communication with our residents. Meaningful tenant engagement puts tenants at the heart of everything we do."

Tenant Satisfaction Survey Results 2022

Total of 1092 responses

16%
Response rate overall

453
(42% of respondents)
people told us you would like to engage further

The top barrier listed for not being involved

was: illness or disability which highlights our aging tenant population, followed by not feeling that views would make a difference.

How do you want to engage with us?

Top 5 answers were:

- Completing surveys
- Holding us to account on performance
- Neighbourhood walkabouts
- Feedback groups
- Being a local community representative.

Top 5 ways of engaging split by survey response type

Paper Based Survey Responses	Digital Survey Responses
Paper letters, leaflets & surveys	Emails
Face to Face	Face to Face
Emails	Website
Website	SMS
SMS	Tenant Portal

Our Tenants Values

We also asked what you valued the most about your relationship with the councils as your landlord and used examples of real tenant values, that were common themes, to inform the strategy's promises and priorities.

Engagement Values, Priorities and Promises

Tenant Value

Priority

We promise you...

"Finding information that is required with ease."

1 Open & Transparent Information

- Will receive regular and relevant information that is important to you.
- Can access information you need to give us your views on the services you receive.
- We will support you so you can hold us to account and that you understand how we can put things right when they go wrong.

"Effective Communication."

2 You said, we did

- We will always provide updates on what it is we have asked you about.
- We will increase the levels of engagement and opportunities to influence, increase tenant satisfaction and use what you have told.

"Access to services when required."

3 Valuing Diversity & Inclusion

- That we will provide opportunities for you to get involved in areas that are of interest to you.
- Make sure that we are supporting those who want to be more digitally consulted with.
- We also want to remove barriers to involvement for underrepresented tenants and work to end the stigma associated with social housing and ensure you are always treated with respect.

"To feel we are just as good as everyone else and not made to feel worthless because we are in social housing. Also, when work is done on our home it's done to the standard we deserve, not any old how, because it's a council house and doesn't matter."

4 Engagement is everyone's business

- We will create a culture of valuing engagement across all services.
- Make it clear where engagement with you has made a difference.
- Are able to challenge us on our performance, that we keep our promises and that you trust us. We want to work in partnership with you.

"Hoping that my views will be heard."

5 Early and Planned Engagement

- We will make sure that your voice is heard before issues are decided, so you can have a say at the earliest opportunity
- That consultation isn't just a tick box exercise.
- That there will be adequate time and resources to get engagement right.

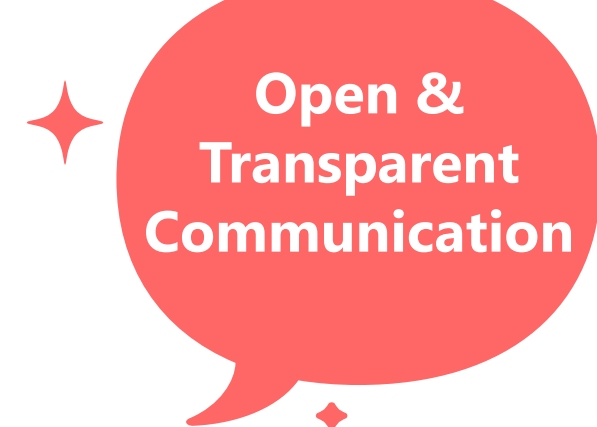
How we keep our promises

1

Actions

- We will continue to improve the MyHome Bulletin e-newsletter, sharing essential information and as well as updates on our performance data, tenant satisfaction survey outcomes, safety and compliance information. We will also produce an annual printed edition of MyHome for our tenants who may not be online.
- We will, on request, provide you with the information you need to be able to effectively challenge us and make sure you can see how we are performing.
- We will make sure that we consult you on all housing policies that affect you, and that the feedback you give us is used to develop policies and practices before they are approved, ensuring that we are open and transparent
- We will create a dedicated area of our website and improve our Tenant Portal so that you can access everything that is relevant to you and your home, providing you with a one stop shop.

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What will success look like?

- Access to a wide range of information, so that you can scrutinise and challenge us on areas that are important to you.
- You will trust us, feel listened to and understand how you can work with us. We will see engagement levels increase.
- ***** Satisfaction with the way we communication will increase to at least 80% by April 2024 - evidenced by feedback via our annual Tenant Satisfaction Survey. We will also show you how we are performing compared to other similar landlords.**
- A Tenant Approved marker will be added to everything that has been consulted on or designed with you.
- Our web pages will contain the information you need and will be useful, accessible, easy to navigate.

2

Actions

- We will share housing complaints data to make sure you are made aware of when things have gone wrong and what we are doing to put things right.
- We will increase, measure and report on transactional satisfaction, for example, asking for feedback when you have received a repair, moved into your new home, experienced anti-social behaviour or raised a complaint and we will use what you tell us to drive service improvements.
- We will report at least annually on all our tenant engagement work, our tenant satisfaction levels and what has been achieved through working with you.

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**You said,
we did**

What will success look like?

- ******Housing complaints will reduce by 30% by April 2024 and a further 10% by April 2025 and we will show how we are performing compared to other similar landlords.***
- We are following the Complaint Handling Code of the Housing Ombudsman and share our self-assessment against the code annually.
- What you tell us will help us improve services, and we will show you where this has happened.
- You will trust us, feel listened to, understand how you can work with us, and we will see engagement will increase.

Actions

- We will challenge unacceptable views and behaviours associated with someone's protected characteristics, the stereotyping or stigmatising of our tenants and will carry out regular training with all our colleagues.
- We will develop and to put in place the support needed to offer a range of opportunities that encourage engagement, about the things that matters to you and at the level of commitment and involvement that you feel comfortable with.
- We will provide training and support utilising our Tenants Participation Advisory Service (TPAS) membership and working with other partners; including the development of digital skills to ensure that we have a structure that is fit for the future.
- We will increase the collection and usage of data, to ensure we are providing accessible and inclusive opportunities and landlord services.

What will success look like?

- Increased numbers of tenants engaging with us from a more diverse background representative of our tenant population.
- *****Increased tenant satisfaction to at least 80% Satisfied or Extremely Satisfied by April 2024.**
- Tenants have the skills and confidence to be able to give us feedback, effectively challenge and scrutinise us.
- *****Increased data held relating to equality, diversity, inclusion, and vulnerability by 100% by April 2024.**

4



Actions

- We will create, with you and colleagues, performance dashboards across the whole housing service on the information that is important and relevant to you, to provide a 360-degree oversight of all levels of the councils' performance.
- Everyone who talks to you will ensure that they are capturing their engagement activities in our Housing systems and will ensure that all interactions with you are opportunities for engagement, to improve the data we hold about you and increasing your satisfaction with us.
- We will develop, with you, a set of service standards and targets relating to the management of your home, tenancy and neighbourhood and ensure these are accessible to you. We will report on our performance relating to these standards at least quarterly
- We will work with all of the councils' services to ensure that we are working together to deliver on the councils' wider corporate aims and strategies

- We will also work with you to deliver a set of local offers and ensure we report on the performance of these at least quarterly.
- We will build relationships with partners across the housing sector to ensure we are sharing and learning from best practice.

What will success look like?

- The whole the housing service takes ownership for its work and are jointly accountable for its performance.
- Increased levels of engagement on the activity we can report on.
- You will be able to access the information you need to be able to monitor, scrutinise and challenge the council's performance as a landlord.
- Our culture represents the councils' values, and we build trust and mutual respect with you.

5

Actions

- We will showcase where your feedback, influence and involvement has been used in the development of a service or resulted in a policy change so that it is clear for all to see the benefits of designing services with you instead of for you
- We will create a Tenant Consultation Procedure & toolkit to enable all colleagues to effectively engage with you
- We will work towards Tenants Participation Advisory Service (TPAS) accreditation and utilise the full benefits of our membership

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What will success look like?

- Consultation is embedded in all review activities, in line with our consultation framework.
- You trust that we have your best interests at heart, and that we are designing services with you.
- We can showcase where you have made a difference.
- We will apply for TPAS accreditation to demonstrate our commitment to tenant engagement by December 2023.

Overall Success of the Strategy

A delivery plan, which underpins our goals and promises, accompanies this strategy and can be found on our website - [**<Insert Hyperlink/address>**](#), a physical copy can be obtained on request.

The delivery plan will be continually developed and annually reviewed by the Tenant Board and our colleagues, to ensure we are working towards what you want and that we are keeping up with your changing priorities.

Page 25 We will also ensure that progress of the delivery plan is overseen by the portfolio holder members for housing through quarterly reports.

For us, success means:

- You are engaged in the running of your housing service
- You feel that your views are heard
- You feel that you are treated with respect
- Satisfaction levels increase
- We meet or exceed our targets
- We are working together across all areas of the councils to ensure we are engaging with all our residents and communities
- We are monitoring and comparing our own performance against others to identify how our performance compares

Specific targets can be found throughout the strategy and within the delivery plan

Tenant Engagement Roles & Definitions

Tenant Board or equivalent - an independent body of tenants and leaseholders that scrutinises our performance, monitors satisfaction levels in line with the Tenant Satisfaction Measures, reviews and approves changes to policy and strategy, monitors regulatory compliance, health & safety compliance and makes decisions based on evidence-based reports.

Page 26
Tenant Sounding Boards - to consult and gain the tenant perspective about new or changing initiatives that will directly affect tenants. The boards will focus on different areas of the housing service segmented by what you have told us you are interested in so that you only receive information and are able to influence topics that are of interest to you.

Neighbourhood Champions - To act as the eyes and ears of their communities, feeding back and working with the relevant teams about issues affecting tenants in our communities.

Mystery Shoppers - to assist us in testing that our services are easy to access, our colleagues are polite, respectful, and helpful and to help us ensure we are getting things right first time.

Resident Readers - To give us insight on how easily understood our communications with our tenants are, including feeding into the annual reports.

Resident Recruiters - to assist us in the recruitment of tenant facing roles within the councils.

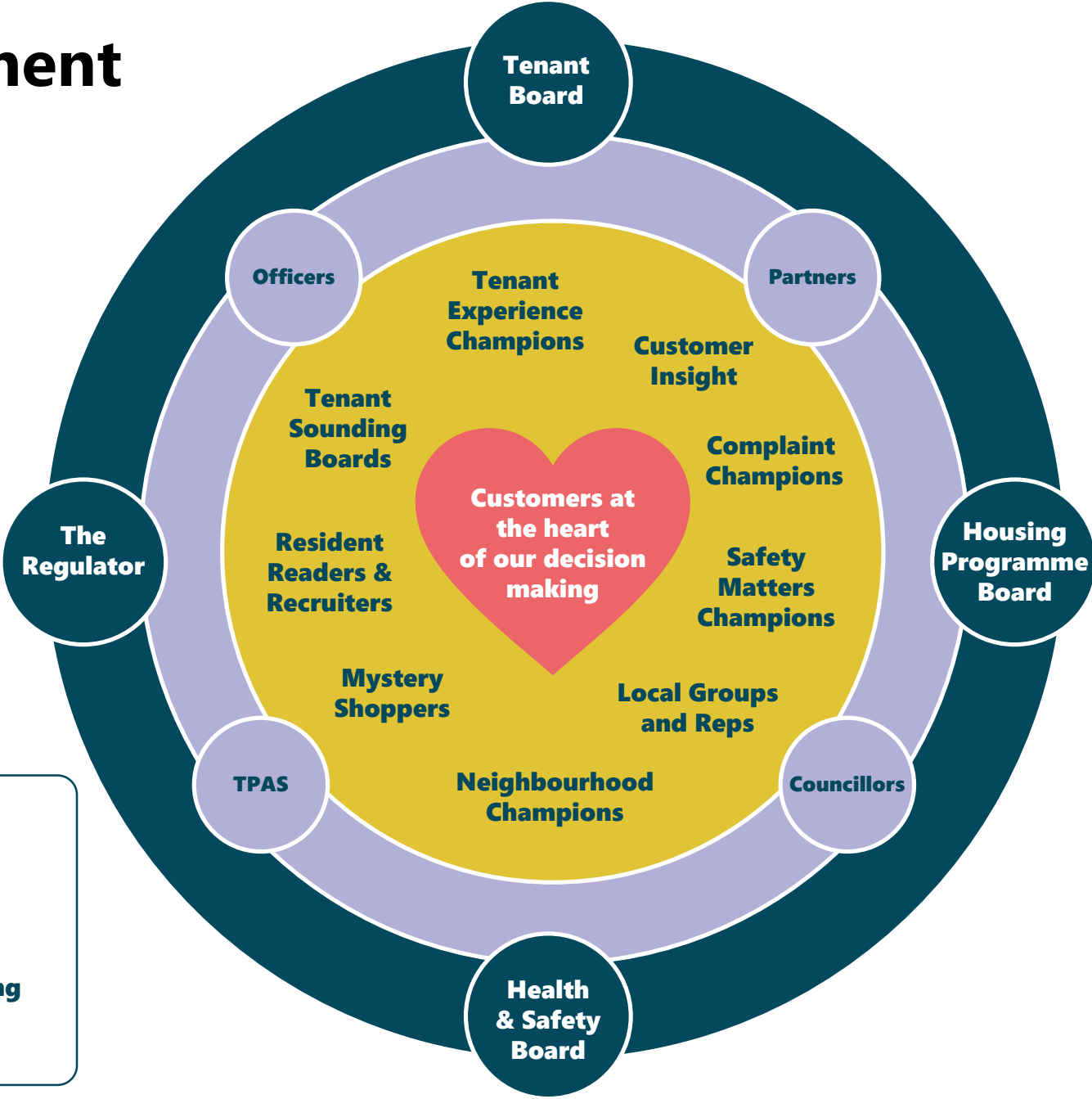
Tenant Experience Champions - to work with us when reviewing a specific service or issue, giving us their experiences on their use of that service, and influencing how we can make things better for all tenants.

Complaint Champions - to assist us in analysing complaint trends, identify lessons learned and be involved in complaint escalation where appropriate.

Safety Matters Champions - Engaging with tenants around the safety of their homes and neighbourhoods, understanding what the council does to keep tenants and leaseholders safe and holding us to account on safety matters.





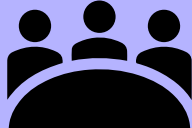

If you any of these roles would be of interest to you, please contact your Tenant Engagement Team by email: tenant.engagement@baberghmidsuffolk.gov.uk or calling: 01473 296334

Tenant Engagement Role Structure



KEY

- = Insight & Influence
- = Other key stakeholders
- = Scrutiny, oversight & holding us to account

					
Engagement Type	Who	Time Commitment	Platform	Function	Frequency
Completing surveys	All Tenants and Leaseholders	Up to 15 minutes	Virtual/Paper /Phone/SMS	Feedback & Influence	At least once a year and after a service has been provided
Neighbourhood Walkabouts	Neighbourhood Champions	1-2 Hours	In Person	Feedback & Scrutiny	At least twice a year
Assisting us with recruitment	Resident Recruiters (Training required)	½ a day interview panel	In Person/Virtual	Scrutiny & Influence	As & when required
Assisting us with procurement	All tenants and Leaseholders (Training required)	1-day tender panel	In Person/Virtual	Scrutiny & Influence	As & when required
Holding us to account on performance	Tenant Board or Equivalent (Training required)	2-3 hours	In Person/Virtual	Scrutiny	4 times a year
Local groups/associations	All Tenants and Leaseholders (Support offered to get started)	Medium to long term commitment	In Person	Feedback & Influence	Regularly
Community Based Events	All Tenants and Leaseholders	½ - 1 day	In Person	Feedback & Influence	As & when required
Virtual Feedback	Tenant Sounding Boards Tenant Experience Champions	30 minutes – 2 hours	Virtual	Feedback & Influence	As & when required
Local Community Rep	All Tenants & Leaseholders	Medium to long term commitment	In Person	Feedback & Influence	Regularly
Reviews of tenant facing policy & procedures	Tenant Sounding Boards Tenant Experience Champions	1-2 hours per quarter	In Person/Virtual	Feedback & Influence	As & when required
Assisting with Complaint panels and Complaint Forums	Complaint Champions	1-2 hours per quarter	In Person/Virtual	Scrutiny & Influence	At least 4 times a year

Monitoring and Governance

This strategy and the progress of its delivery plan will be monitored quarterly through the Housing Programme Board, progress updates will be provided to the portfolio holder members and shadow portfolio holders for housing quarterly and reviewed quarterly with the Tenant Board for scrutiny.

Our progress will be reported to tenants annually through our annual report, updated quarterly on our website or provided on request.

Our Organisation Values

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OUR
PEOPLE

*We empower,
value and develop
our people to
work together as
one dynamic and
efficient team.*



OUR
CUSTOMERS

*We care about
delivering
high quality,
customer focused
outcomes with our
communities and
partners.*



BEING OPEN
and HONEST

*We are open,
transparent and
truthful.*



TAKING
OWNERSHIP

*We take pride in
our work and take
responsibility for
our actions.*



BEING
AMBITIOUS

*We are ambitious,
inspiring our
communities,
taking pride in our
places and striving
for excellence.*

Background Documents

Tenant Engagement Survey

Tenant Satisfaction Measures Survey

Charter for Social Housing Residents

Regulatory Standards

Corporate Strategy

Customer Strategy

Housing Revenue Account Business Plan

Homes & Housing Strategy

Survey for Resident Engagement Strategy 2022

1. What are the most important areas to you specifically relating to the management of your home and tenancy? (Please select your top 5)
 - a. Building New affordable homes
 - b. Improving energy efficiency & Climate change
 - c. Building Safety
 - d. Anti-social behaviour
 - e. Neighbourhood based issues (grounds maintenance, fly-tips, parking etc)
 - f. Help & support with maintaining your tenancy
 - g. Having the opportunity to engage with and influence housing services
 - h. Repairs & Maintenance
 - i. Empty Homes & Lettings
 - j. Customer Services (including complaints & compliments)
 - k. Budgets & Finance (including rent and service charges)
 - l. Communications (Leaflets, newsletters & guides etc)
 - m. Performance & Scrutiny (challenging how we are performing)
 - n. Equality, Diversity & Inclusion (services being accessible for all)
 - o. None
2. What ways would you be interested in engaging with us (select all that apply)?
 - a. Completing surveys
 - b. Neighbourhood walkabouts
 - c. Assisting us with recruitment of customer facing staff
 - d. Assisting us with procuring new services and contracts
 - e. Holding us to account on our performance
 - f. Participating in local community groups/associations
 - g. Community Based Events
 - h. Feedback groups
 - i. Local community representation
 - j. Mini-Review groups
 - k. None
3. Thinking about the above – what prevents you, if anything, from getting involved with us? (Select the most relevant one)
 - a. Don't have the time
 - b. Don't feel I have the skills or knowledge
 - c. Don't feel my views would make a difference
 - d. Don't have an interest
 - e. Too much information to go through
 - f. Illness or Disability
 - g. Happy with everything so don't feel the need
 - h. Opportunities aren't locally based or focussed on where I live
 - i. Other..... (Free Text)

4. Thinking about your experiences as a tenant – what are the most effective ways to get you to engage with us? (Select all that apply)
 - a. Website
 - b. Tenant On-line portal (MyHome)
 - c. Digital Newsletters, Leaflets & Surveys
 - d. Emails
 - e. Text Messaging
 - f. Paper Letters, Leaflets & Surveys
 - g. Face to face opportunities
 - h. Social Media
 - i. Notice Boards
5. Thinking about your relationship with the council as a tenant what is it you value the most? (free text)
6. Would you be interested in hearing more about this piece of work and other projects based on the preferences you have answered? There would be no obligation to take part in anything that we may send you or contact you about.
 - a. Yes
 - b. No

Tenant Engagement Strategy Survey 2022 – The Results

Headline figures

Number of Postal Responses = 905

Number of On-Line Responses = 187

Total Responses = 1092 (16% of tenant population)

New Email addresses collected = 212

New registrations to My Home Bulletin (Tenant Newsletter) = 194

Percentage of Respondents willing to get more involved = 42%

The Survey

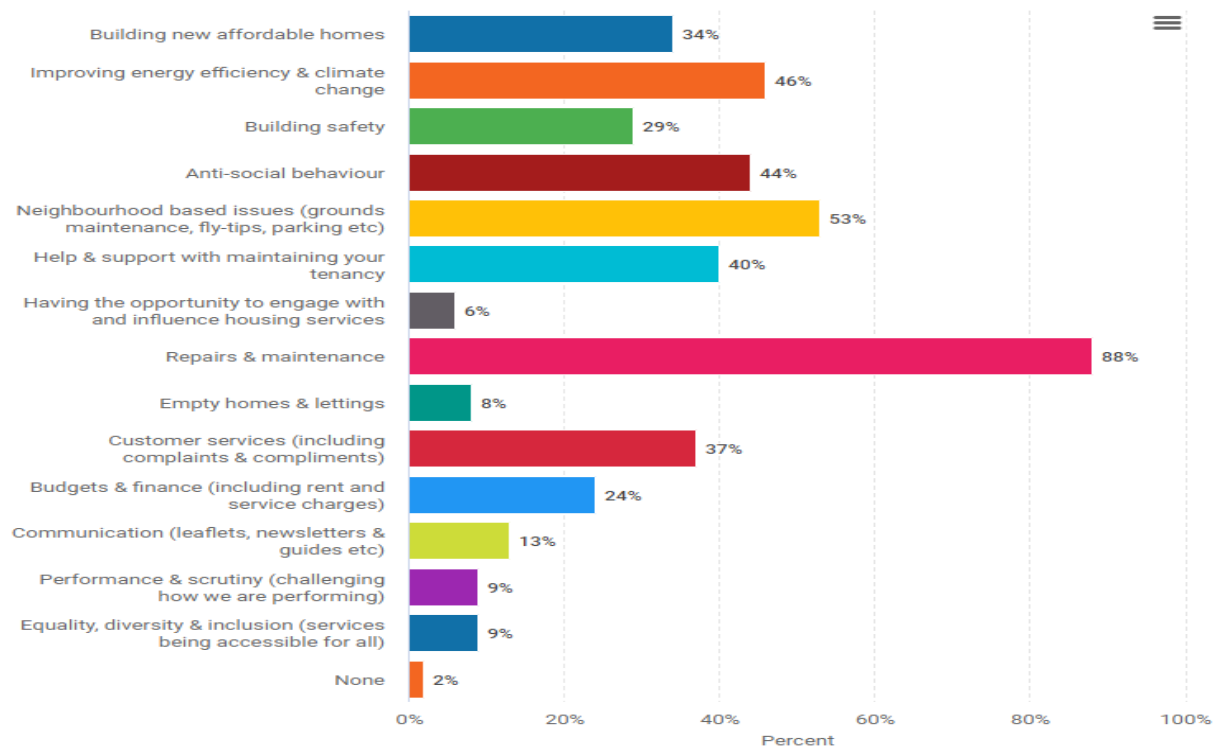
Q1. What are the most important areas to you specifically relating to the management of your home and tenancy? (Please ONLY select 5)

Top 5 Answers

- Repairs & Maintenance
- Neighbourhood Issues
- Improving Energy Efficiency
- Anti-Social Behaviour
- Help & Support with maintaining tenancy

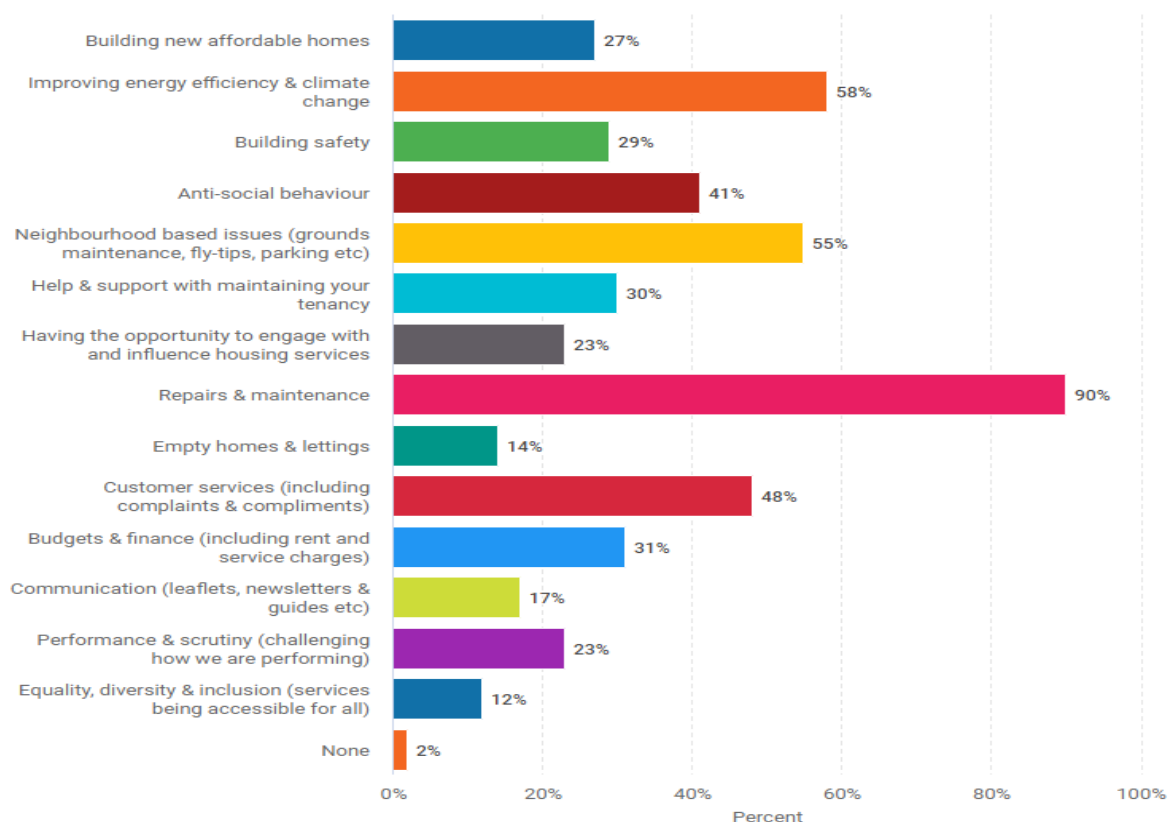
Postal Responses

What are the most important areas to you specifically relating to the management of your home and tenancy? (Please ONLY select 5.)



On-Line Responses

What are the most important areas to you specifically relating to the management of your home and tenancy? (Please ONLY select 5.)



Outcome

We now have the following numbers of tenants willing to engage with us about the following areas:

Area of Involvement Interest	Number of tenants
Repairs & Maintenance	394
Neighbourhood Management	254
Energy Efficiency	243
ASB	206
Customer Servs (Including Complaints)	182
Tenancy Sustainment	159
New Homes	132
Building Safety	130
Rent, Service Charges, Budgets & Finance	124
Voids	95
Tenant Engagement	72
Performance & Scrutiny	72
Communications	69
Equality & Diversity	56

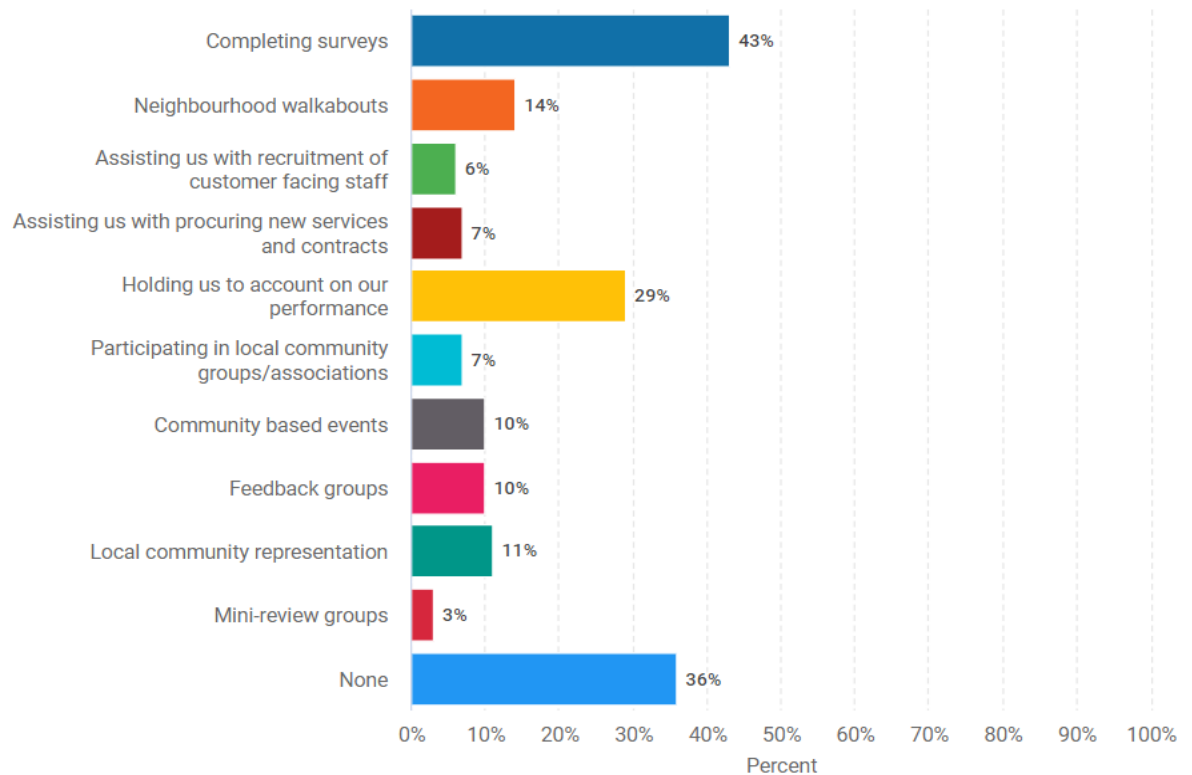
Q2. What ways would you be interested in engaging with us? (Select all that apply)

Top 5 Answers

- Completing Surveys
- Holding us to account on performance
- None
- Neighbourhood Walkabouts
- Local Community Representation

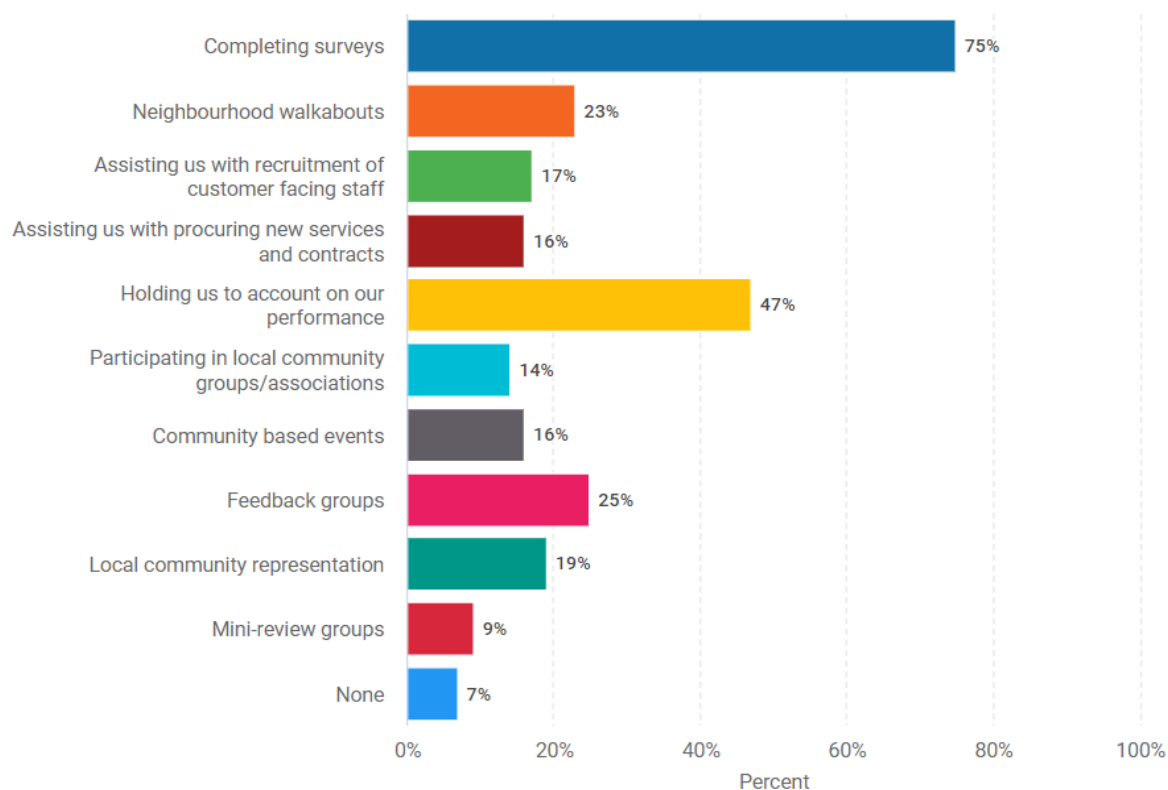
Postal Responses

What ways would you be interested in engaging with us (select all that apply)?



On-Line Responses

What ways would you be interested in engaging with us (select all that apply)?



Outcome

We now have the following numbers of tenants willing to engage with us in the following activities:

Involvement Activity	Number of Tenants
Completing Surveys	330
Holding us to account on performance	217
Neighbourhood Walkabouts	109
Feedback Groups	102
Local Community Reps	87
Community Events	79
Local Community Groups	66
Assisting with Procurement	58
Assisting with Recruitment	56
Mini Service Review Groups	35

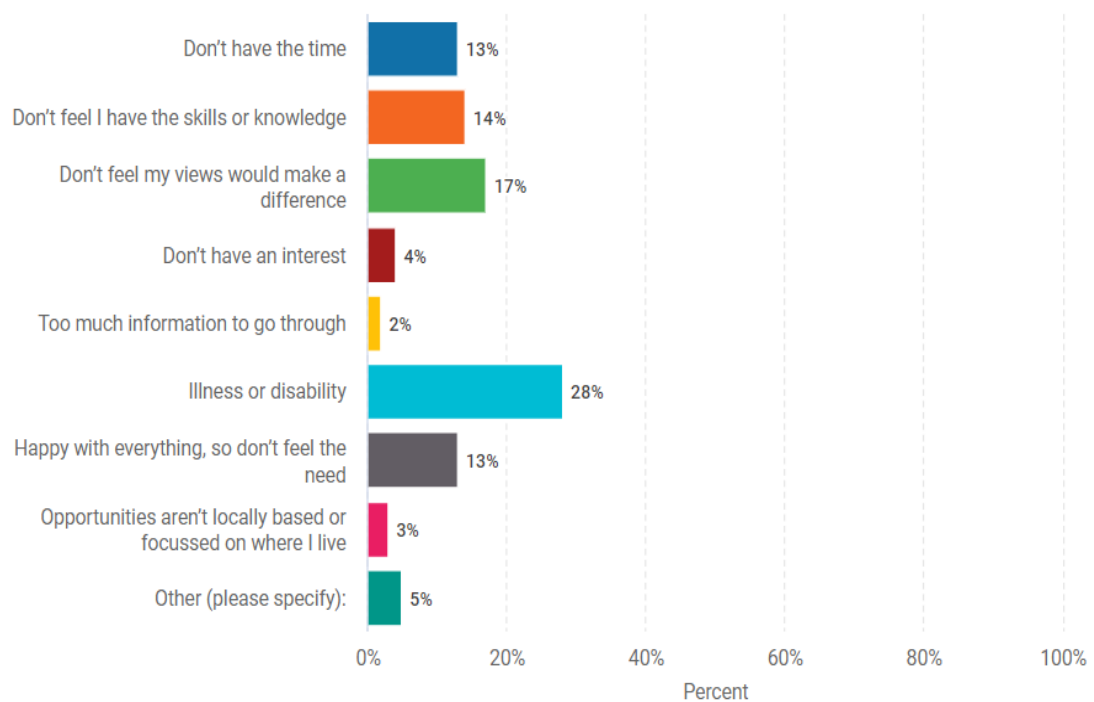
Q.3 Thinking about the above – what prevents you, if anything, from getting involved with us (Barriers to Involvement)?

Top 5 Answers

- Illness/disability
- Don't feel my views would make a difference
- Don't feel I have the skills/knowledge
- Don't have the time
- Happy with everything

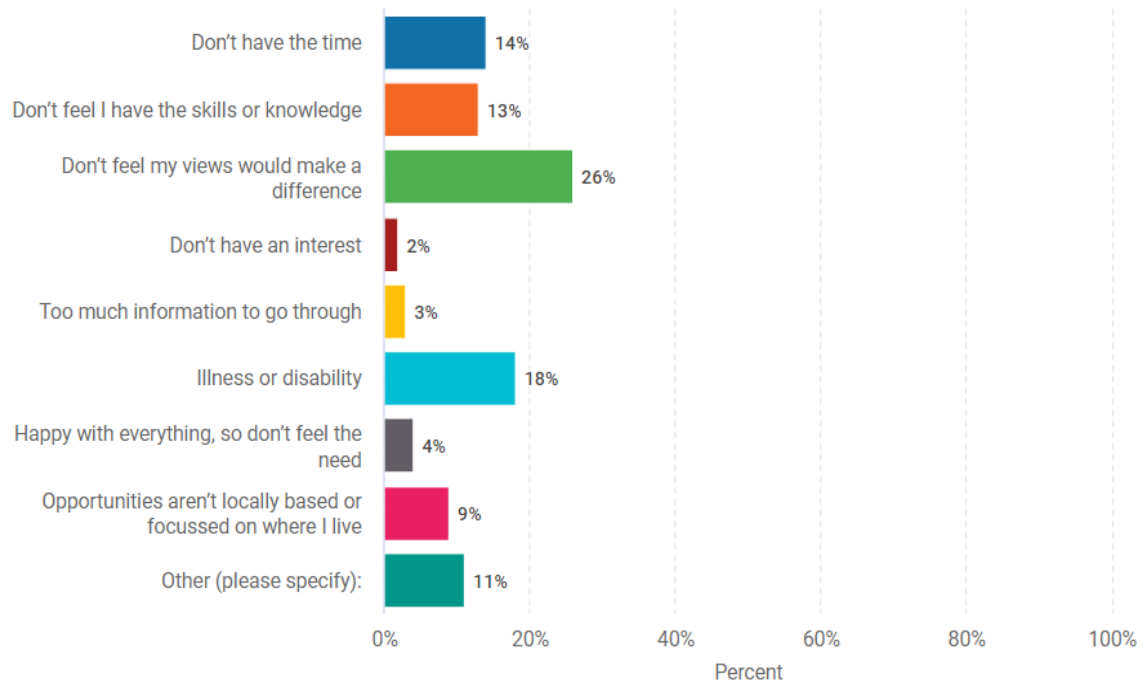
Postal Responses

Thinking about the above – what prevents you, if anything, from getting involved with us? (Select the most relevant answer)



On-Line Responses

Thinking about the above – what prevents you, if anything, from getting involved with us? (Select the most relevant answer)



Q4. Would you be more likely to take part in tenant engagement if an incentive were offered?

Answer: Yes 25% No 75%

Q5. What would be your preferred incentive?

Top Answer: Entry to a prize drawer

Q6. Thinking about your experiences as a tenant – what are the most effective ways to get you to engage with us? (select all that apply)

Answer: (Top 5 split by survey response type)

Paper Based Survey		Digital Survey	
Paper letters, leaflets & surveys		Emails	
Face to Face		Face to Face	
Emails		Website	
Website		SMS	
SMS		Tenant Portal	

Q7. Thinking about your relationship with the council, as a tenant, what is it you value the most?

(Wordle generated from all responses with more frequently used text appearing larger)



Common Themes from Values comments:

- Being able to speak to someone when needed
- Getting repairs done quickly and to a good standard
- Security of tenancy and affordable rent
- Good communication and access to information
- A safe, roof over my head
- Friendly, honest, polite, helpful, and professional staff
- To have my views heard and respected

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Tenant Engagement Strategy Delivery Plan

Tenant Engagement Strategy Delivery Plan - 2022

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Action by Principles		What does success look like?	Who	When	Comments
1	1. Open and Transparent Communication	<ul style="list-style-type: none"> •Will receive regular and relevant information that is important to you. •Can access information you need to give us your views on the services you receive. •We will support you so you can hold us to account and that you understand how we can put things right when they go wrong." 			
2	Continued Development of My Home Bulletin (MHB)		Business Improvement Officer	Ongoing	
3	Produce a Physical copy of MHB annually	Ensure at least annually there is a MHB made available to those who are not digitally included	Business Improvement Officer	30/04/23	
4	Develop an annual plan of MHB publications	Ensure includes, Complaints data, TSMs, Safety and Compliance, H&S and Tenant Engagement activities	Business Improvement Officer	31/12/22	
5	All tenant facing policies and procedures are accessible	Published on our website and available on request in an easy to read format	Tenant Engagement Coordinator	30/06/23	
6	To work with service areas to ensure that information relating to their tenancy is accessible and easy to find	Ensure that all new tenants are aware of their rights and responsibilities, including how they can get involved in the management of their homes and communities.	Tenant Engagement Coordinator	Ongoing	
7	Development of MyHome Portal	Explore and invest in the further development of the Tenant Portal, using it as a one stop shop for all tenants information including being able to raise repairs	Housing Systems and Programme Manager	30/09/23	
8	Tenant Engagement area of website development	Web pages are frequently updated, easy to navigate and informative	Tenant Engagement Coordinator	31/12/22	
9	2. You Said, We Did	<ul style="list-style-type: none"> • We will always provide updates on what it is we have asked you about. • We will increase the levels of engagement and opportunities to influence, increase tenant satisfaction and use what you have told 			
10	Relaunch of Complaints Task Force	Using tenant insight data gained from engagement survey to get more tenants involved in complaint analysis and driving service improvements	Tenant Engagement Coordinator	30/09/22	Complete now business as usual
11	Tenant Involvement in Complaint review process	Recruit to and utilise the Complaint Champions role within the housing complaint process and procedures to create the tenant voice and scrutiny in complaint escalation	Housing Transformation Manager	31/08/23	
12	Housing complaint data is published to our website	Tenant Engagement area of website includes an area that relates to complaints, identifying trends and preventative actions taken	Tenant Engagement Coordinator	31/01/23	
13	Transactional perception data is published to our website	Explaining how the data we have used from transactional feedback has informed service changes	Business Improvement Officer	31/12/22	
14	Transactional Perception targets are set for the areas we are reporting on	Tenants involved in the setting and monitoring of the targets	Housing Transformation Manager	31/12/22	
15	Tenant Engagement Annual Report	Tenant Engagement Supplement as part of Annual report	Tenant Engagement Coordinator	30/09/23	
16	TSM Data is collated and reported annually to tenants and Regulator	Action plan for TSM responses is published and updated quarterly	Business Improvement Officer	31/03/23	
17	Annual Review of Engagement Activities and strategy progress	The strategy is reviewed at least annually and reported on as part of the Annual report as well as learning from engagement activities and tenant insight	Housing Transformation Manager	01/11/23	
18	3. Valuing Diversity & Inclusion	<ul style="list-style-type: none"> • That we will provide opportunities for you to get involved in areas that are of interest to you. • Make sure that we are supporting those who want to be more digitally consulted with. • We also want to remove barriers to involvement for underrepresented tenants and work to end the stigma associated with social housing and ensure you are always treated with respect. 			
19	Carry out a Stigma awareness Campaign	Work with HR and partners such as TPAS and HQN to ensure all housing staff are exposed to stigma awareness training which is refreshed regularly	Housing Transformation Manager	31/01/23 and ongoing	
20	1-1s with Tenant Board Members	Bi-annual 1-1s recorded and captured with training needs identified and effectiveness assessed	Tenant Engagement Coordinator	Ongoing (at least every 6 months)	
21	Tenant Demographic data collection improvement	100% of tenant DOB data on the system and increase in other ED&I data and contact information	Business Improvement Officer	Ongoing	
22	Spotlight on Tenant Feature in Internal Comms	Use our internal comms channels such as ITIT and working together to share positive news stories about our tenants	Tenant Engagement Coordinator	31/01/23 and ongoing	
23	Develop role profiles for engagement and influence roles	To ensure that each role has a specific role profile which outlines what the responsibilities and function is of each role and any groups have a specific Terms of reference and that these are publicised on the Tenant engagement area of the website and portal	Tenant Engagement Coordinator	31/10/22	Complete
24	Identify training and support opportunities for tenants relating to the ways in which they want to be involved	Work with TPAS and other providers to share good practice and increase the skills and knowledge of our tenants	Tenant Engagement Coordinator	31/07/23	
25	Carry out a Tenant and Leaseholder census exercise	Ensuring we have the right information required to ensure we are providing accessible services to our residents.	Housing Transformation Manager	28/02/23	
26	Tenant Engagement Recruitment Drive	Utilising the data from the survey responses to identify potential residents that are interested in holding us to account	Tenant Engagement Coordinator	31/03/23 and ongoing	
27	4. Engagement is Everyone's Business	<ul style="list-style-type: none"> • We will create a culture of valuing engagement across all services. • Make it clear where engagement with you has made a difference. • Are able to challenge us on our performance, that we keep our promises and that you trust us. We want to work in partnership with you. 			

	Action by Principles	What does success look like?	Who	When	Comments
28	Implement Contact Management Module system on housing management system	Ensure that training is rolled out to all housing staff and that staff recognise what engagement and influence is and ensure that they register those interactions on the system	Tenant Engagement Coordinator	31/05/23	
29	Develop Performance Dashboards that can be published to the website and/or Tenant Portal	Provide a 360 degree view of housing service performance that is visible to all and allows for better scrutiny from tenants	Business Improvement Officer	01/04/23	
30	Create with colleagues and tenants a set of service standards	Service standards are agreed and then performance against these reported on quarterly to tenant board and the wider tenant population or relevant roles	Housing Transformation Manager	01/04/23	
31	Investigate the opportunities for developing a set of local offers	Consult with local areas to agree service standards that we can report on and are important to them.	Housing Transformation Manager		
32	Every member of staff in housing to have a tenant engagement objective set as part of their annual review	All managers to consider and set a specific target for every member of the housing team	Housing Transformation Manager	31/05/23	
33	Share Contact Management Module of Housing System usage reports with managers	Managers to drive up usage of the contact management module with colleagues addressing issues where necessary	Housing Systems and Programme Manager	31/05/23	
34	<div><div></div>5. Early and Planned Engagement</div>	<div><div></div><div><div></div><div>• We will make sure that your voice is heard before issues are decided, so you can have a say at the earliest opportunity</div><div>• That consultation isn't just a tick box exercise.</div><div>• That there will be adequate time and resources to get engagement right.</div></div></div>			
35	Develop a Tenant Consultation Toolkit	All colleagues are aware of where to go and how to gain tenant insight and feedback when creating/reviewing services, policies etc	Business Improvement Officer	31/03/23	
36	Design with tenants a Tenant Approved Indicator	A tenant approved indicator will be designed and used in all publications where tenant influence, co-design or approval has occurred	Tenant Engagement Coordinator	31/05/23	
37	Use communication tools to publicise where Tenant Engagement and influence has driven services	We will work with Comms to make use of various communication channels to ensure we are publicising the value that our tenants and leaseholders bring to the development of our housing service	Tenant Engagement Coordinator	Ongoing	
38	All tenant facing policies and procedures to be developed, consulted and reviewed with tenants	A policy review schedule will be developed that identifies which policies need reviewing or creating and by when ensuring that tenant consultation work is planned in good time	Housing Policy & Strategy Officer	31/03/23	
39	To gain TPAS Accreditation	Work with TPAS to gain and sustain accreditation using their smart action plan review as a guide	Housing Transformation Manager	30/12/23	

Agenda Item 9

MID SUFFOLK DISTRICT COUNCIL

TO:	Cabinet	REPORT NUMBER: MCa/22/26
FROM:	David Burn- Cabinet Member for Planning	DATE OF MEETING: 7th November 2022
OFFICER:	Tom Barker Director Planning and Building Control	KEY DECISION REF NO. CAB361

COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME NOVEMBER 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 and on the 6th October 2022 by Babergh. These documents were also accompanied by the CIL Key Dates calendar 2022/23 (see Background Papers).
- 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 1st - 31st May and 1st - 31st 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 Mid Suffolk's CIL Expenditure Programme – November 2022 which forms Appendix A to this report. This report contains the assessment of six CIL Bids (M21-09, M22-06, M22-12, M22-15, M22-05 and M22-09) including the judgement 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 5th and 8th of February 2018 and discussed in full during the workshops with the Joint Member advisory panel. Members adopted the documents set out in paragraph 1.1 above by Council

decision in April 2018 which were subsequently reviewed and adopted on the 19th March 2019 (Babergh) and 18th March 2019 (Mid Suffolk) and further reviewed for the third time and adopted by both Councils on the 20th April 2020 and 23rd March 2021 (Babergh) and 25th March 2021 (Mid Suffolk) respectively. The fourth review took place in June 2022 and Mid Suffolk and Babergh approved the changes on the 21st July 2022 and on the 6th October 2022 respectively.

3. RECOMMENDATIONS

- 3.1 That the CIL Expenditure Programme (November 2022) and accompanying technical assessment of the CIL Bids – M21-09, M22-06, M22-12, M22-15, M22-05 and M22-09 (forming Appendices, A and B) and which include decisions on these CIL Bid for Cabinet to make and approve and to note (delegated decision only) are approved as follows: -

Decisions for Cabinet to make: Ringfenced Infrastructure Fund (Walsham-le-Willows, Badwell Ash, Thurston, Elmswell, Woolpit, Tostock and Rattlesden) and Strategic Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision
M21-09 THURSTON Expansion of Thurston Community College	Amount of CIL Bid £1,781,462.00 Total costs of the project £2,018,011 Other funding sources are Section 106 £184,595 Basic Need funding £33,943 Suffolk County Council borrowing £18,011	Recommendation to Cabinet to approve CIL Bid M21-09 for £1,214,468.96 from the Ringfenced Fund (Walsham-le-Willows, Badwell Ash, Thurston, Elmswell, Woolpit, Tostock and Rattlesden) and £566,993.04 from Strategic Infrastructure Fund

Decisions for Cabinet to make: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision
M22-06 EYE Play Facilities	Amount of CIL Bid £100,000.00 Total costs of the project	Recommendation to Cabinet to approve CIL Bid M22-06 for £100,000.00 from the

		<p>£150,000.00</p> <p>Other funding sources are</p> <p>MSDC Capital Grant £25,000.00</p> <p>Eye Town Council £5,000.00</p> <p>Community Development Fund MSDC £20,000.00 (unsecured)</p>	<p>Local Infrastructure Fund</p> <p>(CIL Funding is subject to other funding being secured)</p>
M22-12	Amount of CIL Bid	Recommendation to Cabinet to approve CIL Bid M22-12 for £67,914.00 from the Local Infrastructure Fund	
OLD NEWTON	£67,914.00		
Village Hall Extension	Total costs of the project £90,552.00		
	Other funding sources are		
	S106 funding £861.57		
	Capital Grants MSDC £21,776.43		
M22-15	Amount of CIL Bid	Recommendation to Cabinet to approve CIL Bid M22-15 for £18,375.63 from the Local Infrastructure Fund	
WETHERDEN	£18,375.63		
Play Area	Total costs of the project £33,375.63		
	Other funding sources are		
	Wetherden Parish Council £15,000.00		

Decisions for Cabinet to note: Local Infrastructure Fund

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

M22-05 EYE Moors Woodland Footpath	Amount of CIL Bid £5,000.00 Total costs of the project £13,000.00 Other funding sources are Suffolk County Council and Eye Town Council £2,000.00 CLA Charitable Trust £6,000.00	Recommendation for Cabinet to note the delegated decision for CIL Bid M22-05 for £5,000.00 from the Local Infrastructure Fund
M22-09 METFIELD Play Area	Amount of CIL Bid £8,788.97 Total costs of the project £11,718.63 Other funding sources are MSDC Locality fund £2,000 Metfield Parish Council £125.67 S106 funding £803.99	Recommendation for Cabinet to note the delegated decision for CIL Bid M22-09 for £8,788.97 from the Local Infrastructure Fund

- 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 (September 2022) - (Appendix A Section B) together with details of emerging infrastructure /CIL Bids (Appendix A Section C).

4. REASON FOR DECISION

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11th April 2016. The CIL Expenditure Framework was originally adopted in April 2018 and reviewed with amendments adopted in the March 2019, April 2020, 23rd and March 2021. They were further reviewed, and changes were adopted in July 2022 by Mid Suffolk and in October 2022 by Babergh. The CIL Expenditure Framework requires the production of a CIL Expenditure Programme for each District and 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.

5. KEY INFORMATION

5.1 Given the determination of “available monies” for CIL Bids M21-09, M22-06, M22-12, M22-15, M22-05 and M22-09 which are the subject of this report - (paragraphs 6.8 - 6.9 inclusive) Members are advised:

- Bid round 10 opened between 1st - 31st October 2022. All new Bids received 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 6 CIL Bids. Further key information about these Bids is set out below (augmented by the Technical Assessments comprising Appendix B): -

➤ **M21-09 – Thurston Community College (increase of pupil places from 1500 to 1650)**

- Thurston Community College educates more children than any other school in Suffolk and has the largest catchment area nationally. The Sixth Form is in the top 10% of sixth form providers in England.
- The number of homes within this catchment area is set to increase significantly in the near future, placing greater pressure on the College facilities and the need to increase pupil places for education provision.
- The project relates to the 2nd phase of the expansion of the Thurston Community College. This second phase involves the expansion of the school buildings to meet the need for additional pupil places arising from housing developments in the school's catchment area. The current capacity of the main Thurston campus is 1500 places. This expansion project will take place in two stages, initially to increase to 1650 places (which is the subject of this CIL Bid), and then to 1800 places dependent on the rate of residential growth.
- This expansion will provide additional school places for 11 to 16-year-old pupils.
- The new accommodation consists of a single-storey stand-alone block to provide purpose-built teaching and science spaces. The proposal includes an additional Science room, six class bases, a Prep Room, and toilets.

- Phase 1 of the expansion project represents an oven ready scheme which requires CIL funding to be delivered so that the extension can be open by September 2023. Section 106 developer contributions and Basic Need funding will also be used towards the project cost.
- The implementation of Phase 2 ensures that Thurston Community College has sufficient pupil places to provide for the residential growth within the catchment area.
- Expanding the school will also create further employment opportunities at the school.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £1,781,462 (with the remainder of the project costs - £236,549 being derived from Basic Needs funding, s106 funds and Suffolk County Council borrowing). The CIL Bid constitutes essential infrastructure under the Councils current Infrastructure Delivery Plan and under the Education section within the current Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk (project reference IDP062).
- **M22-06 - Eye Play Facilities Oak Crescent**
- After consultations with local residents, Eye Town Council are requesting CIL support to upgrade and develop the play area on Oak Crescent Playing Field. The current equipment is outdated while some has been deemed unsafe and has had to be closed. The new apparatus will increase the usage of the site by providing equipment that can be used for a larger range of age groups.
- The project will provide new play equipment including an in-ground trampoline, zip line, different types of swings for different age groups (Toddlers to 5+) and multi play climbing frame with slide. The project will also resurface the ground to ensure that the apparatus can be used all year long. The equipment will use new sustainable materials to ensure longevity and equipment will ensure easier maintenance. With this new apparatus and overall upgrading this will increase the footfall to the site.
- The upgraded play area will provide children with a safe and modern play area, where parents with children with a wide range of age groups can meet while their children engage in outdoor play. This will help in the development of the children's social and physical skills.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £100,000 represents 66% 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 Mid Suffolk.

➤ **M22-12 - Extension to the Old Newton Village Hall**

- The Old Newton Village Hall and Playing Field Committee is proposing to extend the existing village hall provision to enable the improvement of the current village hall. This part of the phased works which will provide the village hall with new storage and bar space along with the upgrading of the current kitchen provision.
- With the extension to the existing building the Committee are hoping that this will attract additional bookings for functions (Weddings/Parties). The proposed works will also improve the experience of users of the hall including the under 5's playgroup which uses the hall regularly. The playgroup are currently the principal users of the building and provide a crucial service to the local growing community. The extension will improve the storage facilities that they have access to. The village hall is also used by sporting clubs (Badminton, walking football & bowls) which benefit the local senior community. The increased storage space will assist these clubs with storing equipment and keeping the main hall space clear.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £67,914 represents 75% 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 Mid Suffolk.

➤ **M22-15 – Wetherden Play Area**

- The Wetherden Parish Council after consultation with local residents are proposing to upgrade their current play area. The Parish Council are requesting CIL support to develop and relocate the new play area on Wetherden Playing Field. The current equipment is outdated while some has been deemed unsafe due to trees that overhang the current play area. Residents and suppliers have advised that these trees pose a safety risk to children using the equipment and the apparatus itself via falling branches on the play area site.
- The project will provide new play equipment including a four tower multi-unit, seesaw, resurfacing the ground to enable the site to be used all year-round. The Parish Council will be providing new apparatus for younger children which will increase the diversity of the equipment and overall footfall to the play area. Using new sustainable materials will ensure longevity and equipment and will ensure easier maintenance.
- The new play area will provide children with a new safe play area, where parents with younger pre-school children can meet while their children engage

in outdoor play. This will help in the development of the children's social and physical skills.

- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £18,375.63 represents 55% 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 Mid Suffolk.

- **M22-05 - Eye Moors Woodland Footpath**

- The Eye Moors Woodland Society are proposing to improve the user experience of the Eye Moors Woodland. This is being achieved with different projects occurring at the same time. CIL, if approved, would be assisting with the construction of a new user woodland footpath which runs through the forest. The path will be constructed using materials which will provide additional accessibility to people with disabilities, users who have difficulty walking and parents with pushchairs and toddlers. This will increase the overall users accessing the woodland and better the experience of people using the forest for physical activity. The improved path will connect different parts of the forest for example the new picnic area and the car park.

- Improvements to footpaths are part of the infrastructure plan included within the Eye Neighbourhood Plan and consulted upon as part of the preparation of that plan (that was approved at referendum in May 2021 by a substantial majority). Local people in Eye have donated £1,500 to the overall project and volunteers have contributed over 250 hours working on the project.

- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £5,000 represents 38% 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 Mid Suffolk.

- **M22-09 - Improvements to St Johns Meadow Play facilities, Metfield**

- The Metfield Parish Council after consultation with local residents is proposing to upgrade and provide additional equipment to broaden the age ranges which the play area caters for. The Parish Council will achieve this by removing the current aging equipment and installing new improved apparatus which includes a new play train, spring equipment, wavy mirror panels and new ground surfacing to improve safety and ensure that the site can be used through-out the year. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.

- Metfield Parish Council has produced the new play area after feedback from parents in the local area. During the covid lockdown the Parish Council receive many correspondences concerning when the current play area would be reopening. This evidences how popular the current play area is. With new apparatus and overall improvements to the site the Parish Council are hoping that this attracts more people to use new site.
- The new play area will provide children with a new safe play area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's social and physical skills.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £8,788.97 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 Mid Suffolk.

5.2 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 (September 2022) together with a section which outlines the progress of emerging CIL Bids which are being discussed at pre submission stage (Appendix A section C).

6. LINKS TO JOINT CORPORATE PLAN

6.1 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.

7. FINANCIAL IMPLICATIONS

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

7.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 1st September 2019, each Council was required to publish a list of infrastructure that they will put the CIL monies towards. These lists were known as the "Regulation 123 Lists". However, on the 1st of September 2019, new CIL Regulations were enacted, with the CIL 123 Lists being abolished, and in order to provide clarity given this changing situation, each Council adopted a CIL Position Statement containing a list of infrastructure that it would spend its CIL monies on. The authority for this was provided by a Council decision in March 2019 when the First Review of the CIL Expenditure Framework was undertaken, and a revised scheme was agreed (by both Councils). The CIL Position Statements were identical for both Councils.

7.3 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 2021.

- 7.4 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.
- 7.5 Since the implementation of CIL for both Councils on the 11th of 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, April and October 2021 and May and October 2022. 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 Fund (explained in Paragraph 7.7 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).
- 7.6 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund with the exception of the monies held in the Ringfenced Fund (explained in paragraph 7.7 below).
- 7.7 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 funds that can fund the majority of CIL bids.
- 7.8 These available funds are: -
- Strategic Infrastructure Fund (including interest) as of 31st March 2022 = £4,312,889.51
 - Total Ringfenced Infrastructure Fund as of 31st March 2022 = £9,701,966.98

- Local Infrastructure Fund available as of 31st March 2022 = £3,695,091.46

7.9 These are expressed as follows:

EXPENDITURE	TOTAL
STRATEGIC INFRASTRUCTURE FUND	
Total Expenditure allocated in Bid Round 1-9 (September 2022) (Strategic Infrastructure Fund only)	£ 1,798,614.03
Total Expenditure de-allocated in Bid Round 1-9 (September 2022) Unspent funds returned	£23,237.50
Percentage of fund allocated to projects	29%
RINGFENCED FUND	
Total Expenditure allocated in Bid Round 1-9 (September 2022) (Ringfenced Fund only)	£4,811,618.74
Total Expenditure de-allocated in Bid Round 1-9 (September 2022) Unspent funds returned	£100,000.00
Percentage of fund allocated to projects	33%
LOCAL INFRASTRUCTURE FUND	
Total Expenditure allocated in Bid Round 1-9 (September 2022) (Local Infrastructure Fund only)	£2,303,187.35
Total Expenditure de-allocated in Bid Round 1-9 (September 2022) Unspent funds returned	£100,088.57
Percentage of fund allocated to projects	39%
AVAILABLE FUNDS FOR BID ROUND 9 – November 2022	TOTAL

Total amount available for Expenditure in Bid round 9 (Strategic Infrastructure Fund)	£4,312,889.51
Total amount available for Expenditure in Bid round 9 (Ringfenced Fund)	£9,701,966.98
Total amount available for Expenditure in Bid round 9 (Local Infrastructure Fund)	£3,695,091.46

8. LEGAL IMPLICATIONS

- 8.1 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).
- 8.2 This report and the accompanying CIL Expenditure Programme for Mid Suffolk District Council – November 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.
- 8.3 Governance arrangements agreed in April 2018 and which have remained largely unchanged as part of the second CIL Expenditure Framework Review of 2020 are clear in respect of the determination of these Bids. They are Cabinet decisions and paragraph 3.1 of the CIL Expenditure Framework allows Bids to come forward independent of others if there are exceptional reasons.
- 8.4 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 both Councils are published on the websites (see below).

[https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Mid Suffolk-District-Council-CIL-Monitoring-Report-2016-17.pdf](https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/Mid_Suffolk-District-Council-CIL-Monitoring-Report-2016-17.pdf)

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

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

- 8.5 Under the CIL Regulations 2019, each Council has produced and approved an annual Infrastructure Funding Statement (dealing with 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 CIL Regulations 2019 this must be produced annually by both Councils with the first one meeting a deadline of 31st December 2020.

- 8.6 For Mid Suffolk, the current annual Infrastructure Funding Statement was approved by Cabinet on the 1st November 2021. This document (which includes the “Infrastructure List”) was published on the Councils Website on the 1st November 2021.(See Background Papers).

9. RISK MANAGEMENT

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

Risk Description	Likelihood	Impact	Mitigation Measures
<p>Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.</p> <p>Current Risk Score: 6</p>	Unlikely (2)	Bad (3)	<p>Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Joint Corporate Plan, the emerging Joint Local Plan with associated Infrastructure strategy and Infrastructure 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.</p>
<p>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”) and with the first one</p>	Highly Unlikely (1)	Noticeable /Minor (2)	<p>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.</p>

meeting the deadline of 31 December 2020 being published on the Councils web site of the 12 th December 2020. Failure to do so will also result in non-compliance with the CIL Regulations (as amended)			
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.
If too high a value is allocated into the Strategic Infrastructure Fund, there is a risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.	Unlikely (2)	Bad (3)	The Infrastructure Team will continue to monitor all allocations of CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure the level set remains appropriate.
If 25% Neighbourhood CIL is automatically allocated to any Parish/Town councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and also the risk that there would be insufficient Local Infrastructure Funding available to deliver the	Unlikely (2)	Bad (3)	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.

infrastructure required to mitigate the harm, thereby ensuring sustainable development.			
If commencements of major housing developments were not correctly monitored or the incorrect apportionment of CIL monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result.	Unlikely (2)	Disaster (4)	The Infrastructure Team will continue to monitor all commencements of development through the service of the required Commencement Notice by developers such that correct apportionment of CIL Funds can be undertaken. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.

Assurances (for collection of CIL monies)

- 9.3 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 .

9.4 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).

9.5 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).

9.6 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.

- 9.7 On the 19th September 2019, a report was prepared for consideration by Joint Overview and Scrutiny on CIL expenditure with five witnesses including Infrastructure Providers, Cockfield Parish Council, and a member of the Joint Member Panel; the latter of which informed the second review of the CIL Expenditure Framework. The changes agreed under this second review process were adopted by both Councils on the 20th April 2020. A third review took place and the changes were adopted by both Councils in March 2021. A fourth review took place and the changes were adopted by Mid Suffolk in July 2022 and in October 2022 by Babergh.

Assurances (for collection and expenditure of CIL Monies)

- 9.8 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.
- 9.9 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 refer.)
- 9.10 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 to occur at the same time as the Bid round no 4 so that any revised scheme would be in place before Bid round 5. This second review of the CIL Expenditure Framework was adopted by both Councils in April 2020. In making this decision Members agreed that a further third review would take place at the same time as Bid round 6 (October 2020) so that it is in place before Bid round 7 starts in May 2021. This review took place over the autumn/winter of 2020 and amendments were considered and adopted by both Councils in March 2021. In making this decision Members agreed that a further (fourth) review would occur; this took place in June 2022 and the changes were agreed by Mid Suffolk in July 2022 and by Babergh in October 2022.

10. CONSULTATIONS

- 10.1 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
- 10.2 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.

- 10.3 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.

11. EQUALITY ANALYSIS

- 11.1 Please see attached Screening report.

12. ENVIRONMENTAL IMPLICATIONS

- 12.1 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.

13. APPENDICES

Title	Location
A. Appendix A - CIL Expenditure Programme for Mid Suffolk – November 2022	ATTACHED
B. Appendix B - Technical Assessment of CIL Bids M21-09, M22-06, M22-12, M22-15, M22-05 and M22-09 – November 2022	ATTACHED
C. Appendix C - Screening report for Equality Analysis	ATTACHED

14. BACKGROUND DOCUMENTS

- 14.1 The CIL Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Infrastructure Funding Statement (including the Infrastructure List) for Mid Suffolk District Council 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 with changes being adopted by both Councils in March 2019, April 2020 and March 2021. The results of the fourth review were considered and approved by Council at Mid Suffolk on the 21st July 2022 and by Babergh on the 20th September 2022. These amended background documents are as follows: -

- The CIL Expenditure Framework (amended July 2022) :
<https://baberghmidsuffolk.moderngov.co.uk/documents/s27875/Appendix%20A%20The%20CIL%20Expenditure%20Framework%20Babergh%20and%20Mid%20Suffolk%20Final%20amended%20July%202022.pdf>
- The CIL Expenditure Framework Communications Strategy (amended by July 2022) :

<https://baberghmidsuffolk.moderngov.co.uk/documents/s27876/Appendix%20B%20CIL%20Expenditure%20Framework%20Communication%20Strategy%20Final%20July%202022.pdf>

- Key CIL Calendar dates 2022/23

<https://baberghmidsuffolk.moderngov.co.uk/documents/s27877/Appendix%20C%20CIL%20Expenditure%20Calendar%20Key%20dates%20in%20bold.pdf>

- Infrastructure Funding Statement for Mid Suffolk (November 2021)

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

Authorship: Christine Thurlow

Tel Number 01449724525

Professional Lead - Key Sites and Infrastructure

Email christine.thurlow@baberghmidsuffolk.gov.uk

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The Community Infrastructure Levy (CIL) Expenditure Programme

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Appendix A

understood. Also contained in this CIL Expenditure programme are details of progress on Infrastructure projects (section B below) together with details of developing infrastructure projects (section C below)

- All CIL expenditure must be in accordance with the current Infrastructure Funding Statement – Infrastructure List which is publicised on the Website.
- The timetable for consideration of Bids is on the web site and the fifth review of the CIL Expenditure Framework is likely to occur Winter2022/Spring 2023: <https://www.midsuffolk.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 (including the need for formal approvals to have been obtained) must be submitted before the bid can be made valid or progressed towards 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. A copy of the Bid form and a location plan will be sent out as part of this consultation.
- 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 section which can be viewed (Appendix B).
- The technical assessment of each valid bid contains a conclusion section that the recommendation to Cabinet in the CIL Expenditure Programme is founded upon.
- The CIL Expenditure Programme for each Council contains decisions to be made by 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 to approve housing/employment development 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 supported by necessary infrastructure and is therefore 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. The remaining 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 will work with Infrastructure Providers to ensure that bids are received for these schemes.

HOUSING SCHEMES (10 dwellings and over – where CIL has been collected and commenced since adoption of CIL – 11th April 2016 up to 13 September 2022).

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
PALGRAVE	Lion Road	4195/15	21	£238,491.60	£238,491.60	Education £85,267 Libraries £4,536 Waste £1,071
STOWMARKET	Phase 6C Cedars Park	1709/16	89	£363,595.24	£363,595.24	Libraries £19,224 Education £468,964
TOSTOCK	Land at Norton Road	4974/16	14	£143,003.45	£143,003.45	Education £3,6543 Pre School £12,182 Libraries £3,024
STOWUPLAND	Land Between Gipping Road and Church Road	DC/17/02755	75	£616,651.06	£616,651.06	Education primary £523,783 Education secondary £688,447 Pre-school £103,547 Libraries £37,800 waste £8,925
STOWUPLAND	Land Between Gipping Road and Church Road	DC/18/00097	100	£933,105.04	£933,105.04	see above (phase 1)
LAXFIELD	Mill Road	DC/17/04375	12	£306.35	£306.35	Education £24,362
LAXFIELD	Bickers Hill Road	DC/17/06283	10	£147,191.31	£104,286.28	None
ELMSWELL	Wetherden Road	DC/18/01679	240	£1,381,266.44	£1,381,266.44	Education £718,679 Pre School £146,184 Libraries £51,840
GISLINGHAM	South side of	DC/17/06092	40	£717,730.90	£717,730.90	Bus Stop £4,000

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
	Thornham Road					
GREAT BLAKENHAM	Land on The West Side of Stowmarket Road,	DC/18/01487	130	£1,056,073.74	£1,056,073.74	Education £851,771 Pre School £54,369 Libraries £28,080 Waste £6,630 Bus Stop Relocation £37,000 Health £42,780
STOWMARKET	Phase 3D Cedars Park,	4556/16	48	£207,427.76	£207,427.76	Education £257,185 Pre School £30,455 Libraries £10,368
WOOLPIT	Land on east side of Green Road	2112/16	49	£539,189.32	£431,351.44	Libraries £10,584
THURSTON	Highfield, Norton Road	DC/18/01376	175	£2,083,898.18	£2,083,989.18	Education (temporary classroom for primary education) £179,181 Libraries £37,800
THURSTON	Land To The West Of Ixworth Road Thurston Suffolk	DC/18/03547	250	£2,249,452.38	£2,249,452.38	Off Site Highway Works - £199,251 Education (Pre-School) - £208,325 Education (Primary School Building)- £1,018,598 Education (Primary School Site) - £80,228

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
THURSTON	Land On The North Side Of Norton Road Thurston	DC/19/01602	87	£859,332.22	£859,332.22	Education - £1,052,810 Highways - £275,921 Public rights of Way - £23,611
THURSTON	Land On The West Side Of Barton Road Thurston Suffolk	DC/17/02232	129	£1,350,557.01	£1,080,461.60	Education - £492,870,000 Education Land - £38,820.00 Highways Capacity - £56,146.00 Highways Contributions - £120,618.00 Highways Pedestrian Crossing - £14,240.00 Highways Safety - £8,232.00 Highways Speed Limit - £8,000.00 Public rights of way - £34,000.00
NEEDHAM MARKET	Land Off Luff Meadow Needham Market Suffolk	DC/19/03729	28	£103,796.72	£103,796.72	Pre-School: £24,999.00 Primary School: £85,267.00 Secondary School: £91,755.00 Secondary School 16+: £19,907.00. Future CIL funding bid of at least £111,682 (2018/19 costs). Library Contribution: £6,048.00

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
HAUGHLEY	Land To The West Of, Fishponds Way, Haughley, Suffolk	DC/19/05627	65	£764,391.85	£764,391.85	School Transport - £165,120.00 Traffic Regulation - £10,000
WALSHAM LE WILLOWS	Land West Of, Wattisfield Road, Walsham Le Willows, Suffolk	DC/19/04273	60	£679,616.65	£543,693.32	School Transport - £51,000.00
LAXFIELD	Land On West Side Of, Bickers Hill Road, Laxfield, Suffolk	DC/19/04998	11	£182,430.49	£182,430.49	School Transport - £9,600.00
WOOLPIT	Land South Of, Old Stowmarket Road, Woolpit, Suffolk	DC/19/05196	115	£1,272,115.78	£1,272,115.78	Education Contribution - £18,194.00
SOMERSHAM	Land South West Of, Main Road, Somersham, Suffolk	DC/18/03114	42	£492,837.65	£492,837.65	Public Rights of Way Contribution - £36,300.00
STOWUPLAND	Land At Church Road And Gipping Road, Stowupland, Stowmarket, IP14 4BG	DC/19/01947	53	£203,210.16	£203,210.16	None
BOTESDALE	Land At Back Hills, Botesdale, Suffolk, IP22 1DW	DC/19/05152 & DC/20/05289	40	Phased Developed P1 - £0.00 P2 - £96,655.76 P3 - £136,002.56 P4 - £112,299.04 P5 - £135,478.42	P1 - £0.00 P2 - £24,163.94 P3 - £43,716.60 P4 - £22,566.97 P5 - £27,095.68	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
ELMSWELL	Land To The East Of Ashfield Road , Elmswell, IP30 9HG	DC/19/02495	106	£1,009,172.54	£807,338.04	Public Rights of Way Contribution - £6,287.50 Travel Plan Evaluation and Support Contribution - £1,000.00 per annum Travel Plan Implementation Bond - £106,105.00
RATTLEDEN	Land To The East Of, Rising Sun Hill, Rattlesden, Suffolk	DC/19/03840	22	£341,028.52	£273,225.08	None
ELMSWELL	Crest Nicholson Site, Land Adjacent Wetherden Road , Elmswell	DC/20/03026 & DC/20/03027	240	£1,641,503.73	£154,989.93	Green Travel Plan Monitoring Contribution - £252.32 Green Travel Plan Monitoring Contribution - £252.32 – annually for 5 years Public Rights of Way Contribution - £4686.25 – prior to 1st occupation Traffic Regulation Order Contribution - £15000.00 - prior to 1st occupation
THURSTON	Land At Meadow Lane, Thurston, IP31 3QG	4942/16	64	£812,106.53	£649,685.08	Affordable Housing - £1,536,955 Early Years Contribution - £49,998 Education - £246,435 Education Land Contribution - £19,410.00

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
						Highways Capacity Improvement Contribution - £27,855 Highways Pedestrian Crossing Improvement - £7,065 Highway Safety Improvement - £4,084
STOWUPLAND	Land To The West Of, Thorney Green Road, Stowupland, Suffolk, IP14 4BY	DC/19/05316	58	£641,624.17	£513,299.32	None
NEEDHAM MARKET	Former Mid Suffolk District Council Offices & Associated Land, 131 High Street, Needham Market, IP6 8DL	DC/18/05104	94	£148,003.66	£59,201.46	None
ELMSWELL	Land To The East Of Borley Crescent, Elmswell, Suffolk	DC/18/04267	60	£441,821.76	£353,457.40	Transport Contribution - £25,000
BARHAM	Land Off, Norwich Road, Barham, Suffolk	DC/20/05172	10	£121,354.55	£97,083.64	None
NEEDHAM MARKET	Land at Hill House Lane, Needham Market, Suffolk	DC/19/02363	38	£173,488.62	£139,479.00	Bus Stop Contribution - £15,000
WORTHAM AND BURGATE	Land to South of Bury Road, Wortham	2480/16	12	£238,101.02	£238,101.02	None

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
HAUGHLEY	Land East Of King George's Field , Green Road, Haughley, IP14 3RA	DC/19/05958	98	£988,002.76	£988,002.76	Affordable Housing Commuted Sum: £2,534,857 Highways - £15,000 Highways Enhancement works - £49,500 Shared Ownership dealings - £80,000 VAS Contribution - £3,000
BACTON	Land Off Wyverstone Road, Bacton, Stowmarket, Suffolk, IP14 4LQ	DC/19/02542	64	£492,458.72	£393,966.96	Affordable Housing - £51,234
BADWELL ASH	Land At Warren Farm, The Street, Badwell Ash, Suffolk	DC/20/02614	21	£250,016.48	£200,013.20	Public Footpath - £7,000 School Transport Primary- £28,880 School Transport Secondary - £14,400 Shared Ownership - £80,000
STOWUPLAND	Land South East Of Gipping Road, Stowupland, Stowmarket, Suffolk, IP14 4AX	DC/21/00946	80	£841,425.62	£673,140.48	Education - £6,618.71 x number of dwellings Highways - £50,000 Open Space - £2500 Birds Mitigation - £2,000 Shared Ownership - £80,000 Thradstones Meadow - £75,000

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
WORLINGWORTH	Land To The South Of, Shop Street, Worlingworth, Suffolk	DC/21/00755	26	£364,566.50	£218,739.90	Shared Ownership - £80,000
STOWUPLAND	Land At Church Road, Stowupland, Stowmarket, Suffolk, IP14 4BQ	DC/20/02205	10	£177,181.38	£177,181.38	Off Site Affordable Housing - £34,000
LAXFIELD	Land To The East Of, Mill Road, Laxfield, Suffolk	DC/19/00156	13	£187,044.69	£0.00	None
WOOLPIT	Land Off Green Road, Woolpit , IP30 9RG	DC/19/00647	49	£549,899.85	£118,548.41	Early Years - £680.24 Education - £12,936 Footpath - £915 Primary Education - £180,719
STONHAM ASPAL	Green Farm, Crowfield Road, Stonham Aspal, Suffolk	DC/21/04276	10	£292,938.74	£117,175.50	None
BRAMFORD	Land East Of The Street And Loraine Way , Bramford, Ipswich, IP8 4NS	DC/21/01220	190	£1,850,794.89	£370,158.98	Footpaths- £21,750 Habitats Mitigation - £38,000 Off-site Highways- £184,620 Pre-School - £281,293 Travel Plan - £73,625
MENDLESHAM	Land To North West Of, Mason Court (Known As Old Engine Meadow), Mendlesham	DC/19/05949	28	£368,298.64	£73,659.73	Public Transport - £5,000

Location	Address	Planning Reference	No of Dwellings Approved	Total amount of CIL to be collected	Total amount of 13 September 2022	Infrastructure requirements from CIL at the time of the 2CIL collected grant of planning approval
LAXFIELD	Land On The South Side Of Framlingham Road, Laxfield, Suffolk	DC/21/02617	49	£666,669.32	£133,333.86	N/A
STRADBROKE	Land To The South Of New Street Stradbroke Suffolk	DC/20/05917	60	£629,802.06	£125,960.41	None
BACTON	Land To The North Of Church Road Bacton, Suffolk	DC/21/01930	81	£996,916.28	£199,383.26	Open Space - £5.73 per sqm.
FRESSINGFIELD	Land South West Of School Lane Fressingfield, Suffolk	DC/20/01820	12	£142,294.89	£28,458.98	None
HENLEY	Land On The South Side Of Ashbocking Road Henley, Suffolk	DC/21/04039	11	P1 - £78,429.86 P2 - £0.00 P3 - P4 - P5 -	P1 - £19,607.47 P2 - £0.00 P3 - P4 - P5 -	None
WOOLPIT	Land Off Bury Road Woolpit, Suffolk	DC/21/01132	300	£4,259,802.23	£851,960.45	Early Years - £529,497 Footway/Cycleway - £220,000 Off-site Highway £30,000 Primary School £522,625 Travel Plan £77,300
BOTESDALE	Land To The South Of Diss Road Botesdale, Suffolk	DC/20/03098	69	£690,621.80	£138,124.36	OpenSpace Maintenance £5.73 per sqm

AVAILABLE FUNDING FOR BID ROUND NINE

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 28th April 2022, 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, 8 and 9 (September 2022).

- Total **Strategic Infrastructure Fund** (including bank interest) available for Bid round 9 (November 2022) - £4,312,889.51
- Total **Ringfenced Infrastructure Funds** for major housing growth projects (10 dwellings and over) available for Bid round 9 (November 2022) - £9,701,966.98
- Total available Funds for **Local Infrastructure Fund** in Bid round 9 (November 2022) - £3,695,091.46

Total expenditure of CIL Bids to be determined in this CIL Expenditure Programme for Bid round 9 (November 2022): -

- Strategic Infrastructure Fund - £566,993.04
- Ringfenced Infrastructure Fund - £1,214,468.96
- Local Infrastructure Fund - £200,078.60

Conclusions: -

6 CIL Bids are included in this CIL Expenditure Programme with spend from the Strategic, 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. If the above recommendations to Cabinet to approve the CIL Bids at this stage in round 9 (November 2022) are accepted, the remaining unspent CIL monies for Bid round 10 (October 2022) following Cabinet decisions in this CIL Expenditure Programme (November 2022) are set out below: -

- **Strategic Infrastructure Fund** (including bank interest) for Bid round 10 (October 2022) - £3,745,896.47
- **Ringfenced Infrastructure funds** (Prioritisation of funds for major housing growth projects) for Bid round 10 (October 2022) - £8,487,498.02
- **Local Infrastructure Fund** for Bid round 10 (October 2022) - £3,495,012.86

A. LIST OF OUTSTANDING BIDS TOGETHER WITH THOSE RECEIVED FOR BID ROUND NINE (1st May - 31st May 2022) FOR MID SUFFOLK DISTRICT COUNCIL (including recommendations to Cabinet to make decisions or for Cabinet to note delegated decisions already made).

The following table comprises a list of all outstanding bids received before Bid round 10 opened (1st - 31st May 2022). Not all of the existing bids are valid; with either missing information including where there are no formal approvals for the proposed infrastructure or further investigation, or clarification is being sought. Those bids where no decision is able to be made or where they are invalid will be carried forward to the next 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 assessment upon which the recommendations are based.

Page Bid Ref	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monie s sough t (Y/N)	Total costs and other sources of other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M18-18	EYE Hartismere School	Provision of Sports Hall (4 Badminton Court) and Squash Court and provision of a Community Sports Leisure Facility.	Yes, project developed under Community Infrastructure section	£1,000,000	No	Total estimated cost £1,818,188.40 excluding VAT Sports England Lottery Fund – application submitted= £500,000 School and possible Eye	N/A	No	No formal approval in place for the proposed infrastructure or three quotes.	Progress continuing with likely revisions being submitted in a forthcoming Bid round. Bid held over until Spring/Summer 2023 Cabinet decision ultimately

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
		The Hartismere School of Academies				Town Council Contribution (TBC) £318,1888.40 VAT can be reclaimed by School				
19-09 Page 577	NEEDHAM MARKET Station – Access for All Ramp and Access project	Needham Market station Station Yard Needham Market Suffolk Access for All and Greater Anglia	Yes, provision of improvements to passenger transport facilities (rail)	Project a) £100,000 improvements to station to allow Disabled ramp) - phase 1 works (related to Bid M19-11 below)	No	Phase 1 project a) Total Cost - £400,000 SCC £50,000 MSDC – £50,000 Department for Transport Access for all Bid Mid-Tier Programme £200,000 (bid award not yet confirmed) Phase 2 project b)	N/A	No	Bids M19-09 and M19-11 are currently invalid as Greater Anglia need to join in with these Bids. Feasibility Study is being carried out by Greater Anglia (cost £20,000) to determine exact works and costings for both phases which are likely to be undertaken as one. Need for planning permission also needs resolution together with firm understanding/revie	Bid currently invalid for the following reasons: - Greater Anglia need to join in with the Bid. Feasibility Study has been carried out by Greater Anglia. Need for planning permission issue requires resolution together with firm understanding /review of costs/funding options and delivery mechanisms. Held over until Spring/Summer

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 78						Total Cost - £400,000 SCC £50,000 MSDC – £50,000 Department for Transport Access for all Bid Mid-Tier Programme £200,000 (bid award not yet confirmed)			w of costs and delivery mechanisms. CIL Bid M19-09 works are referred to within the Infrastructure Delivery Plan	2023 Cabinet decision ultimately
M19-11	NEEDHAM MARKET Station – Access for All Ramp and Access project	Needham Market station Station Yard Needham Market Suffolk Access for All and Greater Anglia	Yes, provision of improvements to passenger transport facilities (rail)	Project b) £190,000 Improved access arrangements to the station and adjoining Needham Lake	No	Total Cost £780,000 £50,000 SCC £50,000 MSDC £390,000 Department for Transport Access for all Bid £190,000 Greater Anglia	N/A	No	Bids M19-09 and M19-11 are currently invalid as Greater Anglia need to join in with these Bids. Feasibility Study is being carried out by Greater Anglia (cost £20,000) to determine exact works and costings for both phases which are likely to be undertaken as one. Need for	Bid currently invalid for the following reasons: - Greater Anglia need to join in with the Bid. Feasibility Study has been carried out by Greater Anglia. Need for planning permission issue requires resolution together with firm understanding /review of costs/funding

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
									planning permission also needs resolution together with firm understanding/review of costs and delivery.	options and delivery mechanisms. Held over to Spring/Summer 2023. Cabinet decision ultimately
M20-26	STOWMARKET Museum of East Anglian Life Crowe Street Stowmarket Suffolk	Museum of East Anglian Life. Play area	Yes, project developed under community facilities section	£150,000	No	Total costs £180,000	Consultation to start when Bid becomes validated	Not yet validated	Outstanding information awaited including quotes. Meeting held on 12/01/2021 with Bid Author Town Council Ward Members and County Councillors. Issues raised are being considered alongside outstanding information and consideration of this Bid against the changes in the fourth Review of the CIL Expenditure Framework.	To be reassessed in the light of changes to the CIL Expenditure Framework - fourth review.
M21-07	STOWMARKET – John Peel Centre	Development of 11 Market	Yes, project developed under	£75,000.00	No	Total costs £106 £31,000	Consultation to start when Bid	No	Other funding sources are not yet secured. No quotes	Held over until later Cabinet meeting given need for

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
		Place Stowmarket to join up with John Peel Centre	community facilities section			MSDC Community Grant £25,000 AHF £15,000 LEP £25,000	becomes validated		have been received and no indication of final project cost together with situation regarding lease on the building	outstanding information. Cabinet decision ultimately.
M21-09 Page 80	THURSTON Community College	Education – SCC	Yes – Education	£1,781,462.00	No	Total costs – £2,018,011 S106 - £184,595 Basic Need Funding - £33,943 Suffolk County Council borrowing £18,011	Consultation commenced on the 22 nd of September and will end on the 6 th of October 2022	Yes	N/A	Recommendation for Cabinet to approve CIL Bid M21-09 for £566,993.04 from the Strategic Infrastructure fund and £1,214,468.96 from Ringfenced Infrastructure fund (Walsham-le-Willows, Badwell Ash, Thurston, Elmswell, Woolpit, Tostock and Rattlesden)
M22-01	BACTON Bowls Club development	Community Infrastructure –	Yes, project developed under	No figures provided	No figures	No figures provided	Consultation to start when Bid	No	Site meeting held in August 2022 and project is progressing. Application form	Held over until later Cabinet meeting given need for

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
		Bacton Bowls Club	community facilities section		provided		becomes validated		submitted, but incomplete. No quotes provided. No Delivery or timescales provided for project. Planning permission not yet sought	submission of outstanding information
M22-03 Page 81	DENHAM Village Hall	Community Infrastructure – Denham Parish Council in conjunction with Denham Community Council	Yes, project developed under community facilities section	£15,000.00	No – 10% of project costs	Total project costs - £147,955.00 Funding streams to be confirmed	Consultation to start when Bid becomes validated	No	Meeting held with Parish Council in September 2022. Funding streams not yet confirmed Planning permission required but not yet received	Held over until later Cabinet meeting given need for submission of outstanding information Cabinet decision ultimately
M22-04	EYE CCTV at Cross Street	Community Infrastructure – Eye Town Council	Yes, project developed under community facilities section	No figures provided	No figures provided	No figures provided	Consultation to start when Bid becomes validated	No	Meeting held in September 2022. Application form not complete No costs or funding streams provided Only one quote received	Held over until later Cabinet meeting given need for submission of outstanding information

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
Page 82									Land ownership needs to be addressed Planning permission has not been sought if proven to be required Future funding and maintenance of the project is not addressed in the application form	
M22-05	EYE Moors Woodland Footpath	Community Infrastructure – Eye Moors Woodland Society	Yes, project developed under community facilities section	£5,000.00	No – 39% of project costs	Total project cost - £13,000.00 SCC and ETC £2000.00 CLA Charitable Trust £6000.00	Consultation ends on the 29 September 2022. Support received from Councillors.	Yes	None	Recommendation to Cabinet to note delegated decision for CIL Bid M22-05 for £5,000.00 from the Local Infrastructure Fund.
M22-06	EYE Play Facilities	Community Infrastructure – Eye Town Council	Yes, project developed under community facilities section	£100,000	No – 75% of the project costs	Total project cost - £150,000.00 MSDC capital grant £25,000.00	Consultation ends on the 29 September 2022. Support received from Cllr's.	Yes – Subject to other funding being approved	None	Recommendation to Cabinet to approve CIL Bid M22-06 for £100,000.00 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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						Eye Town Council £5,000.00 Community Development Fund £20,000				CIL Funding is subject to other funding being secured.
M22-07 Page 83	LAXFIELD Sports Pavilion Extension	Community Infrastructure – Laxfield Parish Council	Yes, project developed under community facilities section	Up to £100,000.00	Yes – 40% of the project costs	Total project cost - £250,000.00 Laxfield Parish Council £62,500.00	Consultation to start when Bid becomes validated	No	Site visit held with members of the Community Council in September 2022. Project costs and project timeline are in the process of being amended. Other sources of funding to be explored with Bidder Planning permission has not been sought if proven to be required Business Case not submitted No Delivery or timescales provided Application form not complete No quotes provided	Held over until later Cabinet meeting given need for submission of outstanding information. Cabinet decision ultimately

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
M22-08	LITTLE BLAKENHAM Village Hall Refurbishment	Community Infrastructure – Little Blakenham Parish Council	Yes, project developed under community facilities section	£20,000.00	No – 33% of the project costs	Total project costs - £60,000.00 Suez Trust £40,000.00	Consultation to start when Bid becomes validated	No	Site visit held with members of the Parish Council in September 2022. Project being amended to include further energy saving measures. No business case submitted Other funding not yet secured Lease is currently for 25 years which commenced on 01/01/2019 so is now only for 22 years and needs amending. Situation regarding need for planning permission needs resolution	Held over until later Cabinet meeting given need for submission of further outstanding information. Cabinet decision ultimately
M22-09	METFIELD Play Area	Community Infrastructure – Metfield Parish Council	Yes, project developed under community facilities section	£8,788.97	No – 75% of the project costs	Total project costs - £11,718.63 MSDC Locality fund £2,000.00	Consultation ends on the 28 September 2022. Support received from Cllr's.	Yes	None	Recommendation to Cabinet to note delegated decision for CIL Bid M22-09 for £8,788.97 from

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						Metfield Parish Council £125.67 Section 106 £803.99				the Local Infrastructure Fund.
M22-10 Page 85	NEEDHAM MARKET Skate Park and Lighting	Community Infrastructure – Needham Market Town Council	Yes, project developed under community facilities section	£75,000.00	No – 67% of the project costs	Total project costs - £111,444.63 MSDC Capital grant £20,000.00 Sport England £13,444.63 Project is short by £3,000.00	Consultation to start when Bid becomes validated	No	Funding sources do not add up to total project costs, short by £3,000.00 Assessment of CIL Bid currently taking place including need for noise assessments following meeting organised with Bidder which took place on the 4 th August 2022 to discuss.	Held over until a later Cabinet meeting given need for submission of outstanding information. Cabinet decision ultimately
M22-11	NORTON Community Centre	Community Infrastructure – Norton Village Hall Management Committee	Yes, project developed under community facilities section	£75,000.00	No – 8% of the project costs	Total project costs - £900,000? Public Works Loan Board Precept-paid loan £500,000	Consultation to start when Bid becomes validated	No	Applicants are currently sourcing additional funds for the project. The Infrastructure team are assisting with this process.	Held over until later Cabinet meeting given need for submission of outstanding information. Cabinet decision ultimately

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 other funding	Consultation /expiry date (on valid Bids only)	Valid	Reasons why Bid is Invalid	Recommendation to Cabinet for decision or Delegated decision (for Cabinet to note)
						Other funding sources £325,000.00				
M22-12 Page 86	OLD NEWTON Village Hall Extension	Community Infrastructure – Old Newton Village Hall and Playing Field Committee	Yes, project developed under community facilities section	£67,914.00	No – 75% of the project costs	Total project costs - £90,552.00 Section 106 - £861.57 Capital Grants MSDC - £21,776.43	Consultation ends on the 28 September 2022. Support received from Councillors.	Yes	None	Recommendation to Cabinet to approve CIL Bid M22-12 for £67,914.00 from the Local Infrastructure Fund.
M22-15	WETHERDEN Play Area	Community Infrastructure – Wetherden Parish Council	Yes, project developed under community facilities section	£18,375.63	No – 55% of the project costs	Total project costs - £33,375.63 Wetherden Parish Council £15,000.00	Consultation ends on the 27 September 2022. Support received from Councillors.	Yes	None	Recommendation to Cabinet to approve CIL Bid M22-15 for £18,375.63 from the Local Infrastructure Fund.



B. PROGRESS OF BIDS APPROVED IN PREVIOUS BID ROUNDS (Bid Rounds 1, 2, 3, 4, 5, 6, 7, 8 and 9 (September 2022))

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M01-18	COMMUNITY FACILITY Gislingham Silver Band Hall	639	£44,568.75	£0	£44,568.75 Local Infrastructure Fund	Agreed by Cabinet on 4th March 2019. CIL Bid offer letter dated 13 th March 2019. Offer accepted. Project currently stalled as planning permission expired and requires renewal together with issues with the Party Wall with neighbours. Update requested in January 2021, but no update received and CIL Bid Offer expired in March 2021. Monies returned to the Local Infrastructure Fund
M02-18	PUBLIC TRANSPORT - Laxfield - Bus stops at Mill Lane	556	£5,000.00	£3,627.63	£1,372.37 Local Infrastructure Fund	Noted by Cabinet on 10 th September 2018. Delegated decision taken on 20 th August 2018. CIL Bid offer letter dated 25 th September 2018 Offer accepted. Project completed under budget and monies returned to the Local Infrastructure Fund.
M04-18	PUBLIC TRANSPORT - Stowmarket - Bus Stops at Finborough Rd	557	£5,000.00	£0.00	£5,000.00 Local Infrastructure Fund	Noted by Cabinet on 10 th September 2018. Delegated decision taken on 20 th August 2018. CIL Bid offer letter dated 25 th September 2018. Offer accepted. However, Scheme abandoned due to bus services ending. Monies returned to the Local Infrastructure Fund

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M05-18	PUBLIC TRANSPORT - Bus stop improvements Mortimer Road Stowmarket	531	£35,000.00	£0.00	£35,000.00 Local Infrastructure Fund	Agreed by Cabinet on 10 th September 2018. CIL Bid offer letter dated 5 th September 2018. Offer accepted. Project is at final design for ordering works. Scheme abandoned due to issues with the design and monies returned to the Local Infrastructure Fund
M08-18	HEALTH - Botesdale Heath Centre - Extension to increase provision and palliative care	522	£98,739.74	£98,739.74	£0.00	Agreed by Cabinet on 10 th September 2018. CIL Bid offer letter dated 25 th September 2018. Offer accepted. Project completed. Building open and being used.
M10-18	COMMUNITY FACILITY – Stowupland Notice Board Trinity Meadow	640	£641.35	£0.00	£641.35 Local Infrastructure Fund	The Parish Council decided not to proceed with this Parish Notice Board and submitted a different CIL Bid (reference M19-01) which has been approved on the proviso that CIL Bid M10-18 is not proceeded with. Email received regarding withdrawal of this Bid. Monies returned to the Local Infrastructure Fund.
M11-18 and M12-18	VILLAGE HALL - Stowupland Village Hall Partial Refurbishment and development of the Sports and Social Club facilities	543	£13,240.10	£13,240.10	£0.00	2 Bids noted by Cabinet on 10 th September 2018. Delegated decisions taken on 20 th August 2018. CIL Bid offer letters dated 25 th September 2018. Offer letters accepted. Both projects completed.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M18-20	PUBLIC TRANSPORT Thurston - Bus Shelters Norton Road	641	£13,000.00	£13,000.00	£0.00	Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Project completed
M23-18	GREEN ENERGY EV Charger at Cross St Car Park Eye	642	£20,728.40	14,287.16	£6441.24 Local Infrastructure Fund	Agreed by Cabinet on 4 th March 2019. CIL Bid offer letter dated 13 th March 2019. Offer accepted. Wayleave agreement is required between MSDC and owner of the Queen's Head to allow the cables to be laid. This process is ongoing and legal are also working to resolve any issues. Work is now underway and should be completed by end of February. Project has been completed, awaiting claim for funds. Project completed under budget. Monies returned to the Local Infrastructure Fund
M19-01	COMMUNITY FACILITY– Stowupland Notice Board Trinity Meadow	640	£396.26	£396.26	£0.00	Noted by Cabinet on 28 th August 2019. CIL Bid offer letter dated 6 th September 2019. CIL Bid Offer made and accepted on the basis that CIL Bid M10-18 is not proceeded with. Notice Board completed and erected. Project completed.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M19-04	PUBLIC TRANSPORT Thurston - Bus Shelters Sandy Lane	649	£9,600.00	£4,800.00	£4,800.00 Local Infrastructure Fund	Noted by Cabinet on 28th August 2019. CIL Bid offer letter dated 5 th September 2019. Offer accepted. Awaiting scheduling of works – date uncertain due to Covid-19 outbreak restrictions. Project complete. Only one shelter provided under this CIL Bid as second shelter provided by developer through s106 contributions instead. Therefore, monies returned to the Local Infrastructure Fund.
M14-18	EDUCATION – Stowupland High School	656	£2,446,575.00	£2,446,575.00	£0.00	Agreed by Cabinet on the 6 th January 2020. CIL Bid offer letter dated 31 st January 2020. Offer accepted. First and second claim have been paid. Final claim to be made on completion of the project. Project completed and handover has occurred with staged payment made in April 2021. All funding now paid over to SCC
M19-07	COMMUNITY FACILITIES – Village Hall Enhancement Extension Occold	664	£19,190.00	£19,190.00	£0.00	Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Anticipated start on the build in September 2020 January 21 Update – First stage payment made. Jan 22 update – Project Completed

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M19-10	EDUCATION – Bramford Primary School	663	£645,593.00	£645,593.00	£0.00	Agreed by Cabinet on 9th March 2020. CIL Bid offer letter dated 16 th March 2020. Offer accepted. Update 30/07/2020 – Project completed
M19-14	EDUCATION – Claydon Primary School	662	£499, 421.00	£499,421.00	£0.00	Agreed by Cabinet on 9 th March 2020. CIL Bid offer letter dated 12 th March 2020. Offer accepted. Project completed.
M19-08	COMMUNITY FACILITIES – Thornham – Car Park	681	£27,000.00	£27,000.00	£0.00	Agreed by Cabinet on 9 th March 2020. Legal position resolved and Bid offer letter dated 20 th May 2020. Offer accepted. Project completed
M20-18	GREEN ENERGY -EV CHARGING POINTS -Stowmarket - Regal Car Park	701	£10,263.00	£10,263.00	£0.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project completed
M19-12	COMMUNITY FACILITIES – Eye- Play Facilities	703	£31,605.60	£31,605.60	£0.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project completed
M19-03 -	COMMUNITY FACILITIES – Debenham Leisure Centre - Additional car Park	704	£47,000.00	£47,000.00	£0.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project completed

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M20-07	RAIL – Thurston Rail Station - Feasibility Study by Network Rail	702	£100,000.00	£0.00	£100,000.00 Ringfenced Infrastructure Fund (Thurston)	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Scope for Feasibility Study agreed. Substantive work undertaken but Feasibility Study work (impact on highways and parking and cycling review still to be completed. New CIL Bid submitted M22-14 so as to ensure funding for the Feasibility Study can be considered by Cabinet in September 2022. Monies not claimed within the 2-year timescale so funds returned to the Ringfenced Infrastructure Fund for Thurston.
M20-08	COMMUNITY FACILITIES – Wingfield – Conversion of Granary barn to children's nursery	705	£34,000.00	£33,960.42	£39.58 Local Infrastructure Fund	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted. Project Completed under budget. Monies returned to the Local Infrastructure Fund
M19-13	COMMUNITY FACILITIES –Bedfield – new play area	680	£4,534.00	£4,534.00	£0.00	Agreed by Cabinet in September 2020. Offer letter issued. Offer accepted – Project Completed
M20-09	COMMUNITY FACILITIES - Ringshall Village Hall Installation of sewerage treatment works.	712	£16,651.00	£16,122.97	£528.03 Local Infrastructure Fund	Agreed by Cabinet in December 2020. Offer letter issued. Project completed under budget. Monies returned to the Local Infrastructure Fund

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M20-21	COMMUNITY FACILITIES – Thornham Walks overflow car park – Covid Complications - further grant funding	709	£3,355.00	£3,344.75	£10.25 Local Infrastructure Fund	Agreed by Cabinet in December 2020. Offer letter issued. Project completed and under budget. Monies returned to the Local Infrastructure Fund
M20-10	COMMUNITY FACILITIES – Stowmarket Creation of a Stowmarket Emergency Services Hub	713	£431,740.00	£304,649.86		Agreed by Cabinet in December 2020. Offer letter issued. Signed offer letter received. Staged payment made. Project started
M20-25	HEALTH - Mendlesham Health. Administration Hub /Clinical Capacity reconfiguration including 2 EV charging points	721	£239,306.60	£239,306.60	£0.00	Agreed by Cabinet in March 2021. Email confirming Cabinet decision issued. Offer letter to be issued upon NHS confirming the PID. June 21 Update - Project underway. Project completed January 2022
M20-24	COMMUNITY FACILITIES – Gislingham running track	728	£18,487.50			Agreed by Cabinet in March 2021. Awaiting signed Community User agreement before Offer letter sent.
M20-22	COMMUNITY FACILITIES – Haughley - Storage Unit Crascall Pavilion, Green Road	725	£39,937.00	£38,250.00	£1,687.00 Local Infrastructure Fund	Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21. Project completed under budget, unspent monies returned to the Local Infrastructure Fund
M20-19	COMMUNITY FACILITIES – Haughley - Car Park Crascall Pavilion, Green Road	724	£22,595.00	£22,595.00	£0.00	Agreed by Cabinet in March 2021. Offer letter issued. Signed acceptance letter received 16/03/21. Project completed
M20-20	WASTE INFRASTRUCTURE – Fuel Tank at Creting Road Depot	720	£50,000.00	£26,762.50	£23,237.50 Strategic Infrastructure Fund	Agreed by Cabinet in March 2021. Offer letter issued. Offer letter accepted. Project completed under budget. Monies returned to the Strategic Infrastructure Fund

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M21-01	HEALTH – Woolpit Car Park Land South of Old Stowmarket Road	735	£917,240.00	£522,925.01		Agreed by Cabinet in June 2021. Offer letter issued. Project started in August 2021. Project completed , Staged payments made and invoices for expenditure still being processed. Awaiting final invoices
M19-06	EDUCATION – Thurston - Land Option CIL Bid for purchase of land for education (for a forthcoming College extension) and an associated car park	738	£1,069,841.00			Agreed by Cabinet in June 2021. Offer letter issued and accepted.
M21-02	COMMUNITY FACILITY – Rickinghall All Wheel Sports Area	755	£20,148.00			Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted
M21-05	COMMUNITY FACILITY – Debenham Community Centre	756	£59,994.00	£59,994.00	£0.00	Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted Project Completed
M21-06	COMMUNITY FACILITY – Elmswell Chamberlayne Hall	757	£19,593.81			Agreed by Cabinet in October 2021. Offer letter issued. Offer letter acceptance awaited.
M21-08	COMMUNITY FACILITY – Framsdon Play Area	758	£18,789.20			Agreed by Cabinet in October 2021. Offer letter issued. Offer letter accepted
M21-03	EDUCATION - Elmswell Primary School	761	£1,560,006.21			Agreed by Cabinet in November 2021. Offer letter issued. Offer letter acceptance awaited
M21-10	COMMUNITY FACILITY - Botesdale Play area	767	£75,000.00	£27,896.84		Agreed by Cabinet in March 2022. Offer letter issued. Offer letter accepted Project has started first claim paid

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Progress
M21-11	COMMUNITY FACILITY – Stowmarket Community Club	769	£25,000.00	£25,000.00	£0.00	Agreed by Cabinet in March 2022. Offer letter issued. Offer letter accepted Project complete
M21-12	COMMUNITY FACILITY – Walsham Le Willows Play Area	770	£9,315.75			Noted by Cabinet in March 2022. Offer letter issued and offer letter accepted.
M20-25	COMMUNITY FACILITY – The Food Museum Crack Wood project	773	£75,000.00			Noted by Cabinet in March 2022. Offer letter issued and offer letter accepted.
M22-02	COMMUNITY FACILITY – Botesdale Entrance Infrastructure and picnic tables	780	£9,757.50			Delegated decision made on the 21/07/2022 and included in this report for noting. Offer letter sent, awaiting signed acceptance
M22-13	COMMUNITY FACILITY – Ringshall Play area	785	£20,566.35			Agreed by Cabinet in September 2022. Offer letter issued.
M22-14	RAIL - Thurston Rail Station Feasibility Study	789	£100,000.00			Agreed by Cabinet in September 2022.
Total CIL Funding allocated to MSDC projects in Bid Round 1, 2, 3, 4, 5, 6, 7, 8 and 9 (September 2022)			£8,913,420.12	£5,200,080.44	£223,326.07	

C. LIST OF EMERGING CIL BIDS (prior to CIL Bid Submission)

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 20-02	RAIL – Thurston – Station improvements	Rail, SCC Highways Thurston Parish Council	Unknown at this stage	Unknown at this stage	Planning permissions granted at Thurston are being built out which point towards the need to bring forward station improvements at Thurston. Project being scoped and is at stage 1 and being discussed with all parties. Feasibility study monies have been agreed under CIL Bid application (within Bid round 9 – September 2022) for £100,000 (to include £10,000 for road Safety audit). Feasibility study being progressed
EPM 20-03	EDUCATION/RECREATION/SPORT - Stowupland	Education , Stowupland Academy, Stowupland Parish Council SCC Education	Unknown at this stage	Unknown at this stage	Project being devised with all parties and is at stage 1. CIL Project Enquiry form required
EPM 20-06	COMMUNITY FACILITY – Stonham Aspell – solar panels on school	Stonham Aspell School Governor	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted. Discussions have taken place with Suffolk County Council Education and not linked to an education need
EPM 20-08	COMMUNITY FACILITIES – Barham – football ground and facilities	Barham Athletic Football Club	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted. Discussions taking place.
EPM 20-14	COMMUNITY SAFETY - Infrastructure & Security – CCTV and digital infrastructure, Eye	Eye Town Council	Unknown at this stage	£4,000	Project Enquiry form submitted. CIL Bid made.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 20-16	EDUCATION – Bramford Primary	SCC Education	Unknown at this stage	Unknown at this stage	Discussions started with Education in October 2020. CIL Project Enquiry Form submitted
EPM 21-01	EDUCATION – Great Blakenham - 30 place early years new setting	SCC Education	Estimated bid - £184,000	Estimated bid - £600,000	Discussions started with Education.– CIL Project Enquiry form submitted.
EPM 21-02	EDUCATION – Barham - 30 place early years new setting	SCC Education	Unknown at this stage	Unknown at this stage	Discussions started with Education.– CIL Project Enquiry form submitted.
EPM 21-07	COMMUNITY FACILITY – Thurston Pre-school equipment	Thurston Pre-school LTD	Unknown at this stage	Estimated costs - £10,000	Discussions started. However, this enquiry cannot be supported as the proposal represents equipment and not infrastructure. Enquiry passed to Thurston Parish Council to consider under their Neighbourhood CIL expenditure scheme
EPM 21-08	COMMUNITY FACILITY – Norton Village Hall extension and roof improvements	Norton Village Hall	Unknown at this stage	Unknown at this stage	Discussions started. However, roof repairs fall outside the terms of the CIL Expenditure Framework and are not eligible for CIL.
EPM 21-10	COMMUNITY FACILITY – Eye – repair of two cemetery chapels	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. However, repairs fall outside the terms of the CIL Expenditure Framework and are not eligible for CIL.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 21-11	COMMUNITY FACILITY – Eye – Moors lane children's play area	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. Discussions continue although the CIL Expenditure Framework states that only one CIL Bid per project and a CIL Bid has already been approved for this project.
EPM 21-12	COMMUNITY FACILITY- Eye - Establishing a new Right of Way joining the Town Centre	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. CIL Project Enquiry form needs to be submitted
EPM 21-14	COMMUNITY FACILITY- Eye - funding to establish a wildlife and camping site adjoining the scout hut	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. CIL Bid Enquiry form to be submitted. However, this enquiry cannot be supported as the proposal is not infrastructure and cannot therefore attract District CIL. Neighbourhood CIL could be used for this purpose.
EPM 21-15	COMMUNITY FACILITY - Eye - Installation of a water refill taps for shoppers and walkers.	Eye Parish Council	Unknown at this stage	Unknown at this stage	Enquiry received through email on 04/05/2021. Costs of this proposal are being looked into but there is a minimum spend for District CIL of £2000 per project as well as meeting the normal limitation of not contributing towards more than 75% of the total cost of the works. Should this project not meet the parameters of the CIL Framework it would be possible to undertake these works using Neighbourhood CIL

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 21-16	COMMUNITY FACILITY – Great Finborough – refurbish the play park	Great Finborough Parish Council	£20,000	£90,000	Enquiry received through email on 10/05/2021. Discussions are continuing on this project although any elements that are maintenance or repair will not be eligible for District CIL funding although the project/ those elements would be capable of funding through Neighbourhood CIL funding. Discussions are ongoing. Project Enquiry form submitted.
EPM 21-17	EDUCATION – Norton – replacement of the pre school portacabin	Norton pre-School	£75,000	£158,841	Enquiry received through email on 10/05/2021. Following the changes to the CIL Expenditure Framework in the third review all requests for CIL funding must come from SCC Education as Infrastructure provider and there must be proven education need. This enquiry has been referred to SCC .
EPM 21-18	COMMUNITY FACILITY – Barham – New Play Equipment	Barham Parish Council	£8,000	£19,300	Enquiry received through email on 10/08/2021. Meeting to be arranged. Project Enquiry form to be submitted.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-01	WALKING/CYCLING – Walking Cycling connectivity provision at Woolpit and Elmswell	Suffolk County Council and District and County Councillors and Parishes	Unknown at this stage	Unknown at this stage	Conversations have commenced and are continuing about the delivery and funding strategy for the provision of this infrastructure with SCC and SCC Highways. CIL Project Enquiry form will be required.
EPM 21-09	COMMUNITY FACILITY – Woolpit – MUGA	Woolpit Parish Council	£20,000	£43,530	Form received on 27/4/2021. Meeting to be arranged with Project Lead and Communities.
EPM 21-25	COMMUNITY FACILITY – Wattisfield – Community Centre	Wattisfield Parish Council	Unknown	£300,000.00	Site Visit will be completed after surveys completed. Applicant will contact the team once these surveys are completed.
EPM 22-02	COMMUNITY FACILITY – Thurston – Thurston FC MUGA	Luke Reilly	Unknown	Unknown	Discussions ongoing. SCC pursuing this project at the school site working with the FA.
EPM 22-03	LIBRARIES – Suffolk Libraries – Thurston	Mandy Wilkinson – Suffolk Libraries	£200,000.00	£200,000.00	CIL Funding Enquiry Form received. Discussions to take place concerning how to take the project forward. Likely October Bid round Project
EPM 22-05	WASTE INFRASTRUCTURE – Stowmarket Recycling Centre – Improvement/Expansion of this recycling centre to ensure that the Site can cope with growth in this area.	Suffolk County Council	Unknown	Unknown	Project currently being discussed. CIL Project Enquiry form to be submitted

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-07	COMMUNITY FACILITY – Barham – Play Area Car Park	Barham Parish Council	£18,000.00	£24,000.00	Parish is currently conducting a survey of the residents to ascertain if the project would be supported. The Parish will update once this is completed. Likely CIL Bid in October 2022. Project Enquiry form to be submitted
EPM 22-08	COMMUNITY FACILITY – Gislingham – Acquisition of the Six Bells Public House for the Community	Six Bells Steering Committee	£150,000.00	£350,000.00	Meeting to be arranged in the later part of the year to enable the applicant to confirm the funding amount and what the building will be used for. CIL Project Enquiry form to be submitted
EPM 22-09	COMMUNITY FACILITY – Eye – Cemetery	Eye Town Council	£30,000.00	£80,000.00	Questions on the project sent to the Town Council - 14/4/2022. 16/05/2022 Parish updated that they are working through further information. CIL Project Enquiry form to be submitted
EPM 22-10	COMMUNITY FACILITY – Eye – Extension to Bucksthorn Lane Car Park	Eye Town Council	Unknown	Unknown	Questions on the project sent to the Town Council - 14/4/2022. 16/05/2022 Parish updated that they are working through our these and will not be bringing this project forward for now. Costings being worked on. Project Enquiry form to be submitted
EPM 22-11	COMMUNITY FACILITY – Eye – Creating a new footpath cycleway Joining new development to the northwest of the Town with the Town Centre	Eye Town Council	Unknown	Unknown	Project being discussed with Katherine Davies. Project Enquiry form to be submitted

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-12	COMMUNITY FACILITY – Eye – Cemetery Access	Eye Town Council	£8,000.00	£10,000.00	Section 106 agreement being reviewed to ascertain if funding has been set aside for this project. 16/05/2022 Bid will not go further currently. Costings are being investigated. Project Enquiry form to be submitted
EPM 22-17	COMMUNITY FACILITY – Kinetic Science and It's Rocket Science – Interactive Science Centre second building or extension of the Claydon premises	Debbie Ball – Kinetic Science and It's Rocket Science	Unknown	Unknown	Meeting took place about CIL funding with the applicant. Awaiting further progress. Project Enquiry form to be submitted
EPM 22-18	RAIL - Thurston Rail Improvements	Network Rail	Unknown	Unknown	Ongoing discussions taking place with Network Rail and SCC Highways and Thurston Rail working group.
EPM 22-19	COMMUNITY FACILITY – Stowmarket, Education, Leisure Facilities (SHELF)	Kate Parnum – BMSDC	Unknown	£12,000,000.00	Discussions ongoing. CIL Project Enquiry form to be submitted
EPM 22-21	COMMUNITY FACILITY – EV Charging Points	Julie Flatman/ Wilby Parish Council	Unknown	Unknown	Forms and CIL project enquiry form have been sent to the applicant and awaited
EPM 22-25	HEALTH – SHELF project	Kate Parnum – BMSDC	£1,000,000	£4,500,000	Ongoing discussions. Cil Project Enquiry form to be submitted
EPM 22-28	COMMUNITY FACILITY – Stonham Aspal Tennis Court Car Park	Tennis Club	Unknown	Unknown	Application forms sent to applicant. CIL Project Enquiry form to be submitted.

Project Ref	Project	Parties involved	CIL Funding if known	Project Costs if known	Progress
EPM 22-30	COMMUNITY FACILITY – New pavilion at Stradbroke Cricket Club	Stradbroke Cricket Club	Unknown	Unknown	Communities Team are in discussions regarding this project and will include CIL later. CIL Project Enquiry form to be submitted
EPM 22-31	COMMUNITY FACILITY – Stowupland Footpath	Sarah Cameron – BMSDC	Unknown	Unknown	Discussions undertaken to bring forward a footpath. CIL Project Enquiry form to be submitted
EPM 22-32	COMMUNITY FACILITY – Footpath Construction	James Hayward	£45,000.00	£65,000.00	We have requested further information from the applicant concerning the project
EPM 22-33	COMMUNITY FACILITY – Village Hall Car Park Wilby	Wilby	TBC	£30,000.00	We have requested further information from the applicant concerning the project
EPM 22-34	COMMUNITY FACILITY – High School Sports Hall Extension	Claydon	£1,000,000	£1,000,000	CIL information sent to the applicant and advice that all education bids must be processed through SCC
EPM 22-35	COMMUNITY FACILITY – Traffic calming at Bosmere Primary School	Needham Market Parish Council	£10,000.00	£10,000.00	Project to be discussed albeit changes to the CIL Expenditure Framework may preclude this. However, this could be a matter that Neighbourhood CIL could be spent on
EPM 22-36	COMMUNITY FACILITY – Thurston Skate Park and other recreation facilities on land outside of Thurston Parish boundary	Ben Wragge, Skate Park Charity	Unknown	Unknown	Discussions ongoing with Parish/Councillors/MP/ Ben Wragge, Skate Park Charity. CIL Project Enquiry form to be submitted

Appendix B – Mid Suffolk – CIL Bids under the Strategic Infrastructure Fund, the Ringfenced Infrastructure Fund and the Local Infrastructure Fund

Technical Assessment of Bid – Project M21-09 – Thurston Community College – Phase 2 Expansion from the Ringfenced Fund (Walsham-Le-Willows, Badwell Ash, Thurston, Elmswell, Tostock, Woolpit and Rattlesden) and Strategic Infrastructure Fund.

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>This project is for the Phase 2, of the expansion programme for Thurston Community College.</p> <p>Phase 1: Consisted of the purchase of additional land required for the expansion of Thurston Community College and construction of additional school car parking and pupil drop-off area (including fencing of the land). This phase 1 received CIL funding in June 2021 (amount of CIL funding allocated: £1,069,841 - agreed by Cabinet in June 2021).</p> <p>Phase 2: This current CIL bid – is for the expansion of the school buildings to meet the need for additional pupil places arising from housing developments in the school's catchment area. The current capacity of the main Thurston campus is 1500 places. This expansion project will take place in two stages, initially to increase to 1650 places, and then to 1800 places dependent on the rate of residential growth. This expansion will provide additional school places for 11 to 16-year-old pupils. The new accommodation consists of a single-storey stand-alone block to provide purpose-built teaching and science spaces. The proposal includes an additional Science room, six classbases, a Prep Room and toilets.</p> <p>Phase 3: The project is for the construction of a football specific full sized 3G floodlit artificial grass pitch (AGP). The pitch will be for school use during school hours and for community use out of school hours via a Community Use Agreement. This phase 3 of the overall project is currently under review from a funding and location point of view together with a review of other recreation projects being proposed in the vicinity. Support and funding from the Football Association is also being investigated. The timeline is therefore undetermined for any CIL Bid</p>

	<p>submission for this element of the project and needs to be considered in the light of a further emerging CIL Bid currently being developed by the Community .</p> <p>TO NOTE: Phase 2 is essential infrastructure identified in the IDP/IFS (project reference IDP062) in relation to needs deriving from committed and planned development. Phase 1 was necessary to enable Phase 2.</p> <p>Phase 3 however is a desirable project (project reference IDP182) and would be subject to funding and support from the Football Association. Phase 1 and 2 are interlinked with each other, however, they can be delivered independently of Phase 3. phase 3 would also need to be considered in the light of a further emerging CIL Bid currently being developed by the Community.</p>
Delivery /timescales	Project aims to start construction during November 2022 and be completed and in use by the beginning of the school year in September 2023.
Necessary other approvals	<p>Yes - Full Planning application Reference: SCC/0037/22MS granted 21st July 2022</p> <p>Proposal: For a single storey standalone block which will offer new purpose-built accommodation for 150 additional pupils, including three classbases, two science rooms, a science prep room and toilet facilities.</p> <p>A non-statutory pre-application planning consultation was carried during the summer which closed on 16th July 2021.</p>
Public or private land	Public - Please note that SCC do not yet own the land required to provide additional area for the school site (Phase 1 of the project as referred above under 'Need /Justification'), this is available to Suffolk County Council via an option agreement.
State aid details if any	N/A
Details of future funding maintenance	The school is a Local Authority maintained school (i.e. not an Academy) therefore the school receive revenue funding for minor maintenance works. In addition, Suffolk County Council provides Local Authority condition and maintenance funding to Veritas, who prioritise and implement maintenance works across Suffolk County Council's Children and Young People Services (CYP) sites.

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

BIDS SCREENED	ASSESSMENT					
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of secondary, sixth form and further education places.					
Can the infrastructure be provided using s106 funds	Section 106 available: £184,595					
Is Bid complete	Yes					
Has information be verified	Yes					
Is this infrastructure linked to a major housing project which has priority?	Yes – The project is linked to the population growth with the catchment area of the Community College.					
	The project is linked to housing growth from the following granted planning applications:					
	<u>S106</u>					
			Planning Application Reference			
	District	Parish		S106 secured	Phase 1	Phase 2
	West Suffolk	Great Barton	DC/13/0711/FUL	£24,362.00	£24,362.00	
	West Suffolk	Ingham	DC/16/0112/FUL	£55,452.78	£55,452.78	
	West Suffolk	Hopton	15/2298/FUL	£113,690.00	£20,047.22	£93,642.78
	West Suffolk	Rougham	DC/19/1405/OUT	£45,476.00		£45,476.00
West Suffolk	Stanton	DC/17/1087/OUT	£45,476.00		£45,476.00	
		Total	£284,456.78	£99,862.00	£184,594.78	

CIL

District	Parish	Planning Application Reference	Planning Application Status	Number of Pupil Places Deriving from the development	Contribution allocated to Phase 1 or Phase 2 of the expansion project
Mid Suffolk	Walsham-le-Willows	DC/17/02783/OUT	Outline granted 30/05/2018	4	Phase 1
Mid Suffolk	Woolpit	1636/16	Under construction	21	Phase 1
Mid Suffolk	Walsham-le-Willows	1352/17	Under construction	11	Phase 1
Mid Suffolk	Badwell Ash	DC/18/02577/OUT	Outline granted 07/08/2019, Reserved Matters approved at Committee of 07/07/2021 (DC/20/04785/RES)	6	Phase 1
Mid Suffolk	Badwell Ash	DC/19/01356/OUT	Under construction	3	Phase 1
Mid Suffolk	Badwell Ash	DC/19/01554/OUT	Outline Granted 14/01/2020	7	Phase 1
Mid Suffolk	Woolpit	DC/18/04247/OUT	Outline Granted 21/08/2020; Reserved Matters awaiting decision (DC/21/01132/RES)	48	Phase 2
Mid Suffolk	Thurston	DC/17/02782/OUT	Outline granted 24/12/2020	3	Phase 2
Mid Suffolk	Thurston	DC/19/03486/OUT	Outline granted 23/12/2020 (Legal Challenge)*	37	Phase 2
Mid Suffolk	Elmswell	DC/20/01677/OUT	Outline Granted 21/01/2021	12	Phase 2
Mid Suffolk	Badwell Ash	DC/20/02989/OUT	Outline Granted 11/02/2021	3	Phase 2
Babergh	Cockfield	DC/19/04755/OUT	Outline granted 22/02/2021; Reserved Matters Approved 09/11/2021 (DC/21/02296/RES)	5	Phase 2

	<p>Bid is to expand the school from 1500 places to 1650 places, i.e. to increase provision by 150 places.</p> <p>150 places at the current March 2020 cost multipliers of £23,775 per place = £3,566,250 (Phase 1 and Phase 2 cost estimates).</p> <p><u>Phase 1</u></p> <ul style="list-style-type: none"> - total project cost estimated at: £1,169,703 (consisting of s106: £99,862; CIL £1,069,841). <p><u>Phase 2</u></p> <ul style="list-style-type: none"> - there is £184,595 available in s106. - there are 108 pupil places required from the granted development listed above, which would contribute to this Phase 2 expansion project. $108 \times £23,775 = £2,567,770$ - <u>Note</u>: one of the above sites is located in Cockfield, which falls under the catchment area of the school but the CIL collected from this site is located in Babergh funds. - Excluding the Thurston site* (37 pupil places), gives 71 pupil places, therefore 71 @ £23,775 per place = £1,688,025
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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.	Yes - Essential to providing sufficient school places and facilities to support new housing growth.
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	Supported by emerging policies in the Joint Local Plan - Managing Infrastructure Provision. <i>“All new development should be supported by, and have good access to, all necessary infrastructure. Planning Permission will only be granted if it can be demonstrated that there is, or will be, sufficient infrastructure capacity to support and meet all the necessary requirements arising from the proposed development”.</i>

external strategies Babergh and Mid Suffolk support and/or input into	<p>This is also supported by the Mid Suffolk Core Strategy policy CS6 – <i>“new development will be expected to provide or support the delivery of appropriate and accessible infrastructure to meet the justifiable needs of new development”</i>.</p> <p>The housing permissions have been granted on the basis that the expansion of the school can be delivered through CIL contributions.</p>
It represents key infrastructure (essential)	The expansion of the secondary school in Thurston is identified as an essential project in the IDP and the IFS (project reference IDP062).
Value for money	<p>Pupil yields arising from new housing are closely monitored and included in school forecasts. School build costs are nationally benchmarked to ensure Value For Money.</p> <p>All of the projects delivered by Suffolk County Council are also seeking Social Value commitments from contractors as part of the tender processes.</p>
Clear community benefits	Providing enough school places and facilities for new pupils living in new housing developments within the school catchment area. Phase 1 of the project enables the community to use the new car parking area during out of school hours, through a Community Use Agreement (signed between the Thurston Community College and Mid Suffolk District Council).
Community support (including results of Consultation exercise.)	<p>During the development of the Phase 1 proposal, regular meetings have been held involving Council Infrastructure officers, Suffolk County Council, Thurston Parish Council and Thurston Community College.</p> <p>A non-statutory pre-application planning consultation was carried during July 2021.</p> <p>CIL Consultation responses below</p> <p><u>Cllr Austin Davies</u></p> <p>In principle I support this CIL request. However, given the increase in housing in Thurston, the other village within this ward and other neighbouring villages it is important that Norton, Tostock and Beyton CIL monies contribute to this project on an appropriate fair basis. Likewise with other villages outside of our ward where increased house building is leading to a growth in the number of pupils attending our college.</p> <p><u>Thurston Parish Council</u></p> <p>I can confirm that this was put before the Council at its meeting on Wednesday and concerns were raised at the bid submitted. There is an understanding that the Bid submitted under Bid Round Nine by Suffolk County Council Education Department is compliant with the Infrastructure Funding Statement for Education and that the expansion of Thurston Community College is part of the key infrastructure to be provided for approved growth thereby ensuring that</p>

	<p>there is in place the necessary infrastructure to ensure such growth is sustainable. However, the growth of Thurston Community College does not merely satisfy the needs of Thurston but also the needs of its entire catchment area which includes approved development in villages outside of Mid Suffolk's jurisdiction e.g., villages to the north of Thurston such as Great Barton, Ixworth, Stanton etc.</p> <p>It is understood that all major planning applications (over 10) in Mid Suffolk have CIL monies allocated in Strategic Infrastructure and Ringfenced Infrastructure Funds to ensure that priority infrastructure projects can be safeguarded for the community receiving the growth, but the Parish Council would be unable to support this CIL bid if over 88% of the required project cost was to be funded from Mid Suffolk CIL funds.</p> <p>In responding to the planning application for this project the Parish Council made the following comment with regards to the funding, and that comment remains valid:</p> <p>"Whilst the parish council is supportive of the overall proposal and understands the requirement for the school to expand given growth in not only Thurston but its overall catchment area, it must be borne in mind that Thurston residents make up less than half of the total pupils at the school. If this expansion is to be a bid against the CIL Infrastructure Fund held by Mid Suffolk District Council, the Parish Council is not supportive of this being allocated / funded fully from the monies earmarked at Thurston as such an expansion brings no benefit to the community of Thurston. A Suffolk County Council paper in response to growth in Thurston predicted that only an extra 152 places would be required if the Significant Five developments went ahead."</p> <p>The Parish Council is therefore unable to support such a CIL bid until further exploratory work has been undertaken to ensure that all other sources of funding for this project are fully explored which may necessitate cross district talks with West Suffolk.</p>
Deliverability ("oven ready" schemes)	Yes
Affordability (from CIL Funds)	Yes
Timeliness	Project aims to start construction during November 2022 and be completed and in use by the beginning of the school year in September 2023.
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 Phase 2 project is £2,018,011</p> <p>Other funds available for this project:</p> <ul style="list-style-type: none"> – Section 106: £184,595 (collected through developments in West Suffolk) – Basic Need funding: £33,943 – Suffolk County Council borrowing: £18,011

	Amount being applied for from CIL: £1,781,462	
Community Bid – Funding percentage of project	100% – Education Bid	
	The allocation of monies for this bid will be taken from the Ringfenced and Strategic Infrastructure Funds. The calculations we have used to work this out are based on the catchment area for Thurston Community College. The list of parishes within the catchment are listed below	
	Barnham	West Suffolk Council
	Euston	West Suffolk Council
	Knettishall	West Suffolk Council
	Hopton	West Suffolk Council
	Coney Weston	West Suffolk Council
	Market West	West Suffolk Council
	Thelnetham	West Suffolk Council
	Hepworth	West Suffolk Council
	Barningham	West Suffolk Council
	Bardwell	West Suffolk Council
	Sapiston	West Suffolk Council
	Fakenham Magna	West Suffolk Council
	Honington	West Suffolk Council
	Troston	West Suffolk Council
	Great Livermere	West Suffolk Council
	Little Livermere	West Suffolk Council
	Ampton	West Suffolk Council
	Ingham	West Suffolk Council
	Culford	West Suffolk Council
	Ixworth Thorpe	West Suffolk Council
	Stanton	West Suffolk Council
	Ixworth	West Suffolk Council
	Pakenham	West Suffolk Council
	Great Barton	West Suffolk Council
	Rushbrooke with Rougham	West Suffolk Council
	Little Whelnetham	West Suffolk Council
	Bradfield St George	West Suffolk Council
	Bradfield St Clare	West Suffolk Council
	Bradfield Combust with Stanningfield	West Suffolk Council
	Wattisfield	Mid Suffolk District Council
	Walsham-Le-Willows	Mid Suffolk District Council

Badwell Ash	Mid Suffolk District Council
Stowlangtoft	Mid Suffolk District Council
Thurston	Mid Suffolk District Council
Norton	Mid Suffolk District Council
Elmswell	Mid Suffolk District Council
Tostock	Mid Suffolk District Council
Beyton	Mid Suffolk District Council
Drinkstone	Mid Suffolk District Council
Woolpit	Mid Suffolk District Council
Hessett	Mid Suffolk District Council
Gedding	Mid Suffolk District Council
Rattlesden	Mid Suffolk District Council
Felsham	Mid Suffolk District Council
Cockfield	Babergh District Council
Thorpe Morieux	Babergh District Council
Brettenham	Babergh District Council
Langham	Mid Suffolk District Council
Hunston	Mid Suffolk District Council
Great Ashfield	Mid Suffolk District Council

Contributions from Ringfenced and Strategic Infrastructure Funds as follows:-

- 21 parishes in Mid Suffolk District Council and 3 parishes in Babergh within catchment area
- 5 parishes within catchment area deriving pupil places within the CIL bid with Ringfenced funds
- Percentage of proposed ringfenced funds taken from the 5 parishes worked out by percentage of pupil places derived from development within CIL bid
- 13 remaining parishes within catchment area without deriving pupil places
- 2 of 13 parishes have ringfenced funds
- 2 parishes with ringfenced funds proposed contribution £3,753.05
- Remaining funding to be taken from the Strategic Infrastructure Fund
- Funding proposal
 1. Walsham-Le-Willows Ringfenced fund - £33,864.80
 2. Badwell Ash Ringfenced fund - £19,045.24
 3. Thurston Ringfenced fund - £876,182.58
 4. Elmswell Ringfenced fund - £23,906.69

	<p>5. Woolpit Ringfenced fund - £253,963.55</p> <p>6. Tostock Ringfenced fund - £3,753.05</p> <p>7. Rattlesden Ringfenced fund - £3,753.05</p> <p>8. Strategic Infrastructure Fund - £566,993.04</p> <p>TOTAL FUNDING = £1,781,462.00</p>
Supports housing and employment growth	The implementation of Phase 2 ensures that Thurston Community College has sufficient pupil places to provide for the residential growth within the catchment area. The parishes listed above lie within the catchment area of Thurston Community College: This catchment area also includes parishes in West Suffolk, such as Great Barton, Hopton, Ingham, Rougham, Stanton. Expanding the school will also create further employment opportunities at the school.
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 - The school is a Local Authority maintained school (i.e. not an Academy) therefore the school receive revenue funding for minor maintenance works. In addition, SCC provide LA condition and maintenance funding to Vertas, who prioritise and implement maintenance works across Suffolk County Council's Children and Young People Services (CYP) sites.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	The expansion of the secondary school in Thurston is identified as an essential project in the IDP and the IFS (project reference IDP062).
How does the proposal affect green infrastructure principles?	This project will comply with and contribute towards the Climate Emergency PDP objectives, specifically: Ensure all newly constructed council-controlled buildings, extensions, and retrofits (including housing/commercial development on the Council estate) are designed to achieve net zero emissions by 2030.
How does the project address green/sustainability principles/infrastructure?	Enabling the expansion of Thurston Community College will enable the provision of school places locally for new residents, avoiding the need for the new pupils to travel further by car or bus to out of catchment schools. Pupils will be encouraged to walk and cycle however, due to the distances involved in the wide catchment area, some pupils will be eligible for free school transport.

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?	The building design will ensure that community safety principles are incorporated.

CONCLUSIONS

- Thurston Community College educates more children than any other school in Suffolk and has the largest catchment area nationally. The Sixth Form is in the top 10% of sixth form providers in England.
- The number of homes within this catchment area may increase significantly in the near future, placing greater pressure on the College facilities and the need to increase pupil places for education provision.
- The project relates to the 2nd phase of the expansion of the Thurston Community College. This second phase involves the expansion of the school buildings to meet the need for additional pupil places arising from housing developments in the school's catchment area. The current capacity of the main Thurston campus is 1500 places. This expansion project will take place in two stages, initially to increase to 1650 places (which is the subject of this CIL Bid), and then to 1800 places dependent on the rate of residential growth coming forward in the future.
- This expansion will provide additional school places for 11 to 16-year-old pupils.
- The new accommodation consists of a single-storey stand-alone block to provide purpose-built teaching and science spaces. The proposal includes an additional Science room, six classbases, a Prep Room and toilets.
- Phase 1 of the expansion project represents an oven ready scheme which requires CIL funding to be delivered so that the extension can be open by September 2023. Section 106 developer contributions (collected from West Suffolk developments) and Basic Need funding will also be used towards the project cost.
- The implementation of Phase 2 ensures that Thurston Community College has sufficient pupil places to provide for the residential growth within the catchment area.
- Expanding the school will also create further employment opportunities at the school.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £1,781,462 (with the remainder of the project costs - £236,549 being derived from Basic Needs funding, s106 funds and Suffolk County Council borrowing). The CIL Bid constitutes essential infrastructure under the Councils current Infrastructure Delivery Plan and under the Education section within the current Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk (project reference IDP062).

RECOMMENDATION

- Recommendation to Cabinet to approve CIL Bid for: £1,781,462.00 as per bid application with £1,214,468.96 from Ringfenced Infrastructure Fund (Walsham-Le-Willows, Badwell Ash, Thurston, Elmswell, Woolpit, Tostock and Rattlesden) and with £566,993.04 from the Strategic Infrastructure Fund

Technical Assessment of Bid – Project M22-05 Eye Moors Woodland Footpath (from the Local Infrastructure Fund). (Delegated decision for Cabinet to note only).

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The proposed project by the Eye Moors Woodland Society is for improvements to the Moors Woodland by providing a newly developed woodland footpath. This footpath will provide improved access for people with disabilities, those who have difficulty walking and parents with pushchairs and toddlers. The project is to construct a surfaced footpath of 140 metres within the woodland starting at the Community Centre Car Park. The improved footpath will take users to the new picnic area and through the woodland.</p> <p>The current trails and footpaths are uneven and often difficult to use in winter due to the low-lying position of the land and therefore unsuitable for wheelchair and pushchair users and other people who have difficulty walking.</p> <p>The path will be constructed with materials that fit the setting and are sustainable. This will also ensure that the path is easier to maintain.</p>
Delivery /timescales	Once the CIL funding is approved
Necessary other approvals	The remaining funding has been applied for and secured from SCC and Eye Town Council. This funding is £10,000 in total of which £2,000 will be used for this project. Also secured is a Charitable Trust fund for £6,000. Planning permission has been investigated and is not required.
Public or private land	The Eye Moors Woodland is owned and managed by the Eye Moors Woodland Society a registered charity.

State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	The Society will be responsible for the maintenance of the footpath. This will ensure that the funded footpath is always safe for users.

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of infrastructure by the community.
Can the infrastructure be provided using s106 funds	None available.
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	Yes

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 – Community Provision. The aim is to provide a more accessible woodland footpath for users. This improved footpath will also link with the newly created picnic area. Improvements to footpaths are part of the Eye infrastructure and Neighbourhood Plans which were consulted upon as part of the preparation of that plan that was approved at referendum in May 2021 by a substantial majority. Local people have donated £1500 to the overall project and volunteers have contributed over 250 hours working on the project.

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 applicants are also using volunteers to construct the footpath to reduce costs. CIL will be assisting with the purchase of the materials for the project. The amount of CIL funding is £5,000 and represents 38% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs.
Clear community benefits	Yes – This project will provide a newly upgraded and improved woodland footpath. This will provide improved access for people with disabilities, who have difficulty walking and parents with pushchairs and toddlers.
Community support (including results of Consultation exercise)	Yes – Local people have donated £1500 to the overall project and volunteers have contributed over 250 hours working on the project.
Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved.
Affordability (from CIL Funds)	Yes
Timeliness	The project is ready to begin once the funding is approved.
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 project is a collaborative between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds and reserves. The total cost of the project is £13,000 Funds contributed to the project by SCC and ETC - £2,000 CLA Charitable Trust – 6,000 The CIL Bid Fund application is for £5,000 38% of the project would be funded through CIL.
Community Bid – Funding percentage of project	No
Supports housing and employment growth	Yes – The Woodland Society will maintain and ensure the footpath is inspected to current guidelines.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section of the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.

Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	The new equipment is being sourced using recycled materials. These will fit in with the woodland setting.
How does the proposal affect green infrastructure principles?	The project will be looking to use sustainable materials which will ensure longevity and easy to maintain. The project will enable users to walk through the forest
How does the project address green/sustainability principles/infrastructure?	No State aid concerns for this project
How does the project affect state aid implications?	No security or safety issues arising from this project
How does the project affect security and safety in the community?	No

CONCLUSIONS

- The Eye Moors Woodland Society are proposing to improve the user experience of the Eye Moors Woodland. This is being achieved with different projects occurring at the same time. CIL, if approved, would be assisting with the construction of a new user woodland footpath which runs through the forest. The path will be constructed using materials which will provide addition accessibility to people with disabilities, users who have difficulty walking and parents with pushchairs and toddlers. This will increase the overall users accessing the woodland and better the experience of people using the forest for physical activity. The improved path will connect different parts of the forest for example the new picnic area and the car park.
- Improvements to footpaths are part of the infrastructure plan included within the Eye Neighbourhood Plan and consulted upon as part of the preparation of that plan (that was approved at referendum in May 2021 by a substantial majority). Local people in Eye have donated £1,500 to the overall project and volunteers have contributed over 250 hours working on the project.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £5,000 represents 38% 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 Mid Suffolk.

RECOMMENDATION

Recommendation for Cabinet to note delegated decision on CIL Bid M22-05 for £5,000 from the Local Infrastructure Fund.

Technical Assessment of Bid – Project M22-09 Improvements to St Johns Meadow Play facilities, Metfield (from the Local Infrastructure Fund) (Delegated decision for Cabinet to note only).

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Metfield Parish Council is proposing to provide an improved and upgraded under-fives play area at the St Johns Meadow Playing Field. With the upgrade of current apparatus and the addition of two new pieces of play equipment to increase the age groups of children that can use the site. Due to the location and public transport options, there is no additional options for younger children in the local area to access play area equipment and the benefits that they provide.</p> <p>The current equipment is in a poor state of repair with both the ground cover and existing equipment in need of an upgrade. This old equipment will be removed as part of this project. The new equipment will use sustainable materials which will ensure that the play area is easier to maintain. It is expected that with the new apparatus the footfall to the site and use of the play area will increase.</p> <p>The Parish Council have consulted with the local residents; this has helped shape the project.</p>
Delivery /timescales	Once the CIL funding is approved
Necessary other approvals	The remaining funding will be provided by the Parish Council and the Community Grants team (Locality Awards). The District Councils planning department have confirmed that no new planning permission is required.
Public or private land	Freehold land
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	<p>Metfield Parish Council currently undertakes the maintenance for the site and will continue to do so for the proposed equipment and playground area.</p> <p>Equipment will be annually inspected in line with current obligations and repairs funded by the Parish Council as required</p>

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of infrastructure by the community.
Can the infrastructure be provided using s106 funds	None available.
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information be verified	Yes - Validation has taken place and all criteria has been met.
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 – Community Provision. The aim is to provide a safe area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's imagination as well as social and physical skills. These new facilities will help in supporting the health and wellbeing of both pre-school children and their parents.
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 £8,788.97 and represents 75% of the total project costs. It lies within the community

	infrastructure thresholds of not exceeding £100,000 and 75% of the total costs. This funding would be completed under a delegated decision.
Clear community benefits	Yes – This project will provide a newly upgraded play area. The new play area will also improve on the age ranges that the equipment is able to be used by. Metfield has few public transport options, meaning that residents without cars currently find it difficult to access this type of facility.
Community support (including results of Consultation exercise)	Yes – The local residents were consulted on the future of the play area 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.
Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council NCIL and reserves along with Community Grants and Section 106 funding. The Parish Council has advised that they will pick up any additional costs.
Timeliness	The project is ready to begin once the funding is approved.
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 project is a collaborative between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds and reserves.</p> <p>The total cost of the project is £11,718.63</p> <p>Parish Council Contribution £125.67</p> <p>Section 106 - £803.99</p> <p>MSDC Locality Award - £2,000</p> <p>The CIL Bid Fund application is for £8,788.97</p>
Community Bid – Funding percentage of project	75% will be funded with CIL.
Supports housing and employment growth	Yes – The new play area will support families moving to the area.

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 – The Parish Council will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials. These materials have been accrued from local companies.
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities. Families in the local area will not be required to travel for recreation facilities. The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect state aid implications?	Not State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that there is a local area that provides a safe place for children to play.

CONCLUSIONS

- The Metfield Parish Council after consultation with local residents is proposing to upgrade and provide additional equipment to broaden the age ranges which the play area caters for. The Parish Council will achieve this by removing the current aging equipment and installing new improved apparatus which includes a new play train, spring equipment, wavy mirror panels and new ground surfacing to improve safety and ensure that the site can be used through-out the year. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.
- Metfield Parish Council has produced the new play area after feedback from parents in the local area. During the covid lockdown the Parish Council received much correspondence about when the current play area would be reopening. This evidences how popular the current play area is. With new apparatus and overall improvements to the site the Parish Council are hoping that this attracts more people to use the new site.

- The new play area will provide children with a new safe play area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's social and physical skills.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £8,788.97 represents 75% 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 of the Infrastructure Funding Statement (Infrastructure List) for Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to note the delegated decision for CIL Bid for £8,788.97 from the Local Infrastructure Fund.

Technical Assessment of Bid – Project M22-06 – Eye Play Facilities Oak Crescent (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Eye Town Council is proposing to improve the current play facilities at the Oak Crescent. The current play apparatus at Oak Crescent is coming to the end of its life cycle and is becoming difficult to maintain and some pieces of the equipment are now out of use due to safety reasons. This project will remove the old equipment and provide upgraded play apparatus for use by the local and wider community.</p> <p>This new apparatus will improve on the range of ages that are able to use the play area by offering a wider range of equipment to suit younger children.</p> <p>The Town Council has engaged with local resident's and a resident's group has been formed to discuss the proposed project. Consultations have been completed and the feedback has been used to assist with the design and equipment purchase to ensure that these needs are met.</p>

	The new equipment will ensure sustainability, be easier to maintain and have a longer life span.
Delivery /timescales	Once the funding package is secured the project will commence.
Necessary other approvals	The District Councils planning department have confirmed that no new planning permission is required. Eye Town Council are still awaiting funding decisions from two additional pots of funding from the Community Grants team at the District Council. The CIL funding would be offered subject to Cabinet approval and the other sources of funding being secured.
Public or private land	Land which is owned by the District Council. The Town Council has received permission to use the land from the asset management team.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	Equipment will be annually inspected in line with current obligations and repairs funded by the Town council as required

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of community infrastructure.
Can the infrastructure be provided using s106 funds	None available.
Is Bid complete	Yes – Validation has taken place and all criteria has been met apart from having all funding sources secured. The CIL funding would be subject to Cabinet approval and the other sources of funding being secured.
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 – Community Provision. The aim is to provide a safe area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's imagination as well as social and physical skills. These new facilities will help in supporting the health and wellbeing of both pre-school children and their parents.
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 £100,000 and represents 66% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs.
Clear community benefits	Yes – This project will provide a newly upgraded play area. The new play area will also improve on the age ranges that the equipment is able to be used by. This will increase the footfall to the site.
Community support (including results of Consultation exercise)	Yes – The local residents were consulted on the future of the play area and requested that it be upgraded and with new equipment to cover a larger range of age groups. This is a Town Council run project.
Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved. The Applicant is still awaiting other funding streams to be approved. The CIL cabinet approval will be subject to this funding being secured.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via CIL, Community Grants and Eye Town Council. The Town Council has advised that they will pick up any additional costs.
Timeliness	The project is ready to begin once all the funding is secured.
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 project is a collaborative between the District Council (CIL) and the Town Council using their Neighbourhood CIL funds and reserves.</p> <p>The total cost of the project is £150,000</p> <p>Town Council Contribution £5,000</p>

	<p>Community Development Fund - £20,000</p> <p>MSDC Capital Fund - £25,000</p> <p>The CIL Bid Fund application is for £100,000</p>
Community Bid – Funding percentage of project	66% will be funded with CIL.
Supports housing and employment growth	Yes – The new play area will support families moving to the area.
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 – The Town Council will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials. With additional and improved local facilities
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities. Families in the local area will not be required to travel for recreation facilities. The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that there is a local area that provides a safe place for children to play.

CONCLUSIONS

- After consultations with local residents, Eye Town Council are requesting CIL support to upgrade and develop the play area on Oak Crescent Playing Field. The current equipment is outdated while some has been deemed unsafe and has had to be closed. The new apparatus will increase the usage of the site by providing equipment that can be used for a larger range of age groups.

- The project will provide new play equipment including an in-ground trampoline, zip line, different types of swings for different age groups (Toddlers to 5+) and multi play climbing frame with slide. The project will also resurface the ground to ensure that the apparatus can be used all year long. The equipment will use new sustainable materials to ensure longevity and equipment will ensure easier maintenance. With this new apparatus and overall upgrading this will increase the footfall to the site.
- The upgraded play area will provide children with a safe and modern play area, where parents with children with a wide range of age groups can meet while their children engage in outdoor play. This will help in the development of the children's social and physical skills.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £100,000 represents 66% 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 Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve the CIL Bid for £100,000 which is 66% of the total project costs from the Local Infrastructure Fund subject to all other funding for this project being secured.

Technical Assessment of Bid – Project M22-12 Extension to the Old Newton Village Hall (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	This project will provide improved and additional facilities to the Old Newton Village Hall for the community and surrounding areas. The phase of the project that CIL is supporting is the extension to the village hall which will be for a new bar facility and storage space for groups and sessions that take place in the village hall. The village hall is also used for Parish and other formal meetings.

	<p>One of the main drivers behind the new extension is a desire by the Parish Council to provide a better facility for the Under 5s playgroup. This group is currently one of the principal users of the building and provides a crucial service to the local community. The extension will improve the storage that this group has and provide better kitchen facilities for food preparation.</p> <p>The Village Hall is currently used for sporting events which include Badminton and walking football, which benefits the local seniors. The new storage in the extension will assist these groups with storing equipment.</p> <p>The Village Hall currently host events such as birthday parties and weddings. With the proposed extension it is hoped that more of these bookings will come forward. With a freed-up hall that does not have miscellaneous items stored in the main hall area.</p>
Delivery /timescales	Once the CIL funding is approved
Necessary other approvals	The remaining funding will be provided by the Community Grants team (Locality Awards) and Section 106. The District Councils planning department have confirmed that the required planning permission has been granted.
Public or private land	Freehold land
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	The Parish Council will maintain the hall from their own funds.

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of infrastructure by the community.
Can the infrastructure be provided using s106 funds	Section 106 funding is being used for this project - £861.57
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
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 – Community Provision. The aim is to provide an extension to the current village hall which will enable the venue to have increased footfall and usage via groups. The current groups will also have increased storage space. It is hoped that with this extension the bookings for the hall will increase.
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 £67,914 and represents 75% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs.
Clear community benefits	Yes – This project will provide a newly extended village hall. This will provide additional internal space for the users and enable more groups and functions to take place at the hall. The extension will also improve the experience of the under 5's playgroup which uses the venue.
Community support (including results of Consultation exercise)	Yes – Open day consultation and the wider community has had an input through the twelve organisations represented on the Village Hall and Playing Field Committee.
Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Capital Grant and Section 106 funding. The Parish Council has advised that they will pick up any additional costs.

Timeliness	The project is ready to begin once the funding is approved.
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 project is a collaborative between CIL, Capital Grant and Section 106.</p> <p>The total cost of the project is £90,552.00</p> <p>Section 106 - £861.57</p> <p>Capital Grant MSDC - £21,776.43</p> <p>The CIL Bid Fund application is for £67,914.00</p>
Community Bid – Funding percentage of project	75% will be funded with CIL.
Supports housing and employment growth	Yes – By extending the current provision it will cater for the growing village and be accessible to users from the wider district.
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 – The Parish Council will maintain the village hall using their own funds.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	Low carbon & sustainable materials to be used where practicable.
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities. Families in the local area will not be required to travel for recreation facilities. The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that there is a local area that provides a safe place for groups to take place and people in the local area to use. The new storage area will ensure that loose equipment being stored within the Village Hall itself will now be kept within designated spaces.

CONCLUSIONS

- The Old Newton Village Hall and Playing Field Committee is proposing to extend the existing village hall provision to enable the improvement of the current village hall. This part of the phased works which will provide the village hall with new storage and bar space along with the upgrading of the current kitchen provision.
- With the extension to the existing building the Committee are hoping that this will attract additional bookings for functions (Weddings/Parties). The proposed works will also improve the experience of users of the hall including the under 5's playgroup which uses the hall regularly. The playgroup are currently the principal users of the building and provide a crucial service to the local growing community. The extension will improve the storage facilities that they have access to. The village hall is also used by sporting clubs (Badminton, walking football & bowls) which benefit the local senior community. The increased storage space will assist these clubs with storing equipment and keeping the main hall space clear.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £67,914 represents 75% 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 Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve the CIL Bid for £67,914 from the Local Infrastructure Fund.

Technical Assessment of Bid – Project M22-15 Wetherden Play Area (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	This project will provide an upgrade to the existing play equipment and a new toddler play area for families in the local area. The current equipment is in poor state of repair with both the ground

	<p>cover and existing equipment in need of an upgrade. After discussions with local residents and suppliers it has been agreed that the existing site is not fit for purpose. This is due to trees in the same space which risk damaging the new equipment and risks to children playing due to falling branches. This project will relocate the current play area to a different part of the playing field. This relocation was agreed by the consultation with local residents.</p> <p>The current play equipment is not suitable for younger children (toddlers). This project will ensure that the new equipment caters to a more diverse age group of children. This will increase the footfall to the site.</p> <p>The new equipment will use improved materials which will ensure sustainability, easier to maintain and a longer life span.</p>
Delivery /timescales	Once the CIL funding is approved
Necessary other approvals	The remaining funding will be provided by the Parish Council. The District Councils planning department have confirmed that no new planning permission is required.
Public or private land	Freehold land
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	<p>Wetherden Parish Council currently employs grounds contractors to ensure that the playing field and playground areas are maintained.</p> <p>Equipment will be annually inspected in line with current obligations and repairs funded by the Parish council as required</p>

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of infrastructure by the community.
Can the infrastructure be provided using s106 funds	None available.
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information be verified	Yes – Validation complete
Is this infrastructure linked to a major housing project which has priority?	Yes

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 – Community Provision. The aim is to provide a safe area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's imagination as well as social and physical skills. These new facilities will help in supporting the health and wellbeing of both pre-school children and their parents.
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 £18,375.63 and represents 55% of the total project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of the total costs.
Clear community benefits	Yes – This project will provide a newly upgraded play area in a better location for local residents to alleviate any safety concerns around the overhanging trees. The new play area will also improve on the age ranges that the equipment is able to be used by.
Community support (including results of Consultation exercise)	Yes – The local residents were consulted on the future of the play area 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.
Deliverability (“oven ready” schemes)	The project is ready to begin once the funding is approved.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council NCIL and reserves. The Parish Council has advised that they will pick up any additional costs.
Timeliness	The project is ready to begin once the funding is approved.

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 project is a collaborative between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds and reserves.</p> <p>The total cost of the project is £33,375.63</p> <p>Parish Council Contribution £15,000</p> <p>The CIL Bid Fund application is for £18,375.63</p>
Community Bid – Funding percentage of project	55% will be funded with CIL.
Supports housing and employment growth	Yes – The new play area will support families moving to the area.
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 – The Parish Council will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section and under the Infrastructure Funding Statement (infrastructure List) for Mid Suffolk.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials. With additional and improved local facilities
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities. Families in the local area will not be required to travel for recreation facilities. The project will be looking to use sustainable materials which will ensure longevity.
How does the project affect state aid implications?	Not State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that there is a local area that provides a safe place for children to play.

CONCLUSIONS

- The Wetherden Parish Council after consultation with local residents are proposing to upgrade their current play area. The Parish Council are requesting CIL support to develop and relocate the new play area on Wetherden Playing Field. The current equipment is outdated while some has been deemed unsafe due to trees that overhang the current play area. Residents and suppliers have advised that these trees pose a safety risk to children using the equipment and the apparatus itself via falling branches on the play area site.
- The project will provide new play equipment including a four tower multi-unit, seesaw, resurfacing the ground to enable the site to be used all year-round. The Parish Council will be providing new apparatus for younger children which will increase the diversity of the equipment and overall footfall to the play area. Using new sustainable materials will ensure longevity and equipment and will ensure easier maintenance.
- The new play area will provide children with a new safe play area, where parents with younger pre-school children can meet while their children engage in outdoor play. This will help in the development of the children's social and physical skills.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid of £18,375.63 represents 55% 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 Mid Suffolk.

RECOMMENDATION

Recommendation to Cabinet to approve the CIL Bid for £18,375.63 from the Local Infrastructure Fund.

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

1. Policy/service/function title	Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Programme. – November 2022 One separate report and one separate CIL Expenditure Programme for Mid Suffolk together with a technical assessment for each of the CIL Bids.
2. Lead officer (responsible for the policy/service/function)	Christine Thurlow – Professional Lead – Key Sites and Infrastructure.
3. Is this a new or existing policy/service/function?	New Existing: Existing (see 5 below)
4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?)	<p>The Community Infrastructure Levy (CIL) - CIL Expenditure Programme – 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 and September 2022)</p> <p>The Community Infrastructure Levy (CIL) - CIL Expenditure Programme – 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) and 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, June and November 2021 and March and September 2022 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 (December 2020, March, June and November 2021 and March and September 2022) 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>5. Why? (Give reasons why these changes are being introduced)</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>6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation)</p>	<p>The processes and procedure including governance arrangements for CIL expenditure are set out in the CIL Expenditure Framework and the CIL Expenditure Communications Strategy with timescales set out in the associated Key CIL Calendar document. The processes are described</p>

	in 5 above.
7. Is there potential for differential impact (negative or positive) on any of the protected characteristics?	<p>Yes</p> <p>No Infrastructure provision is necessary to mitigate the harm from the impact of growth so that the development that is carried out is sustainable.</p> <p>Communities in general benefit from infrastructure provision and delivery and its provision generally causes positive impacts for that community that all can benefit from. It does not impact on a specific equality strand unless it has been particularly designed to do so</p> <p>Identify how the impact would affect the specific equality strand.</p>
8. Is there the possibility of discriminating unlawfully, directly or indirectly, against people from any protected characteristic?	<p>Yes</p> <p>No No</p>
9. Could there be an effect on relations between certain groups?	<p>Yes</p> <p>No No</p>
10. Does the policy explicitly involve, or focus on a particular equalities group, i.e. because they have particular needs?	<p>Yes</p> <p>No No</p>
<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 25th 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 10

MID SUFFOLK DISTRICT COUNCIL

COMMITTEE: CABINET		REPORT NUMBER: MCa/22/27
FROM:	Cllr Lavinia Hadingham Cabinet Member for Housing Cllr Peter Gould Cabinet Member for Assets & Investments	DATE OF MEETING: 7 November 2022
OFFICER:	Holly Brett Corporate Manager – Councils' Companies	KEY DECISION REF NO. CAB391

ELMSWELL EXEMPLAR HOUSING SCHEME

1. PURPOSE OF REPORT

- 1.1 This report provides an update of the work carried out to date to establish whether an exemplar low carbon housing scheme could be delivered on the Housing Revenue Account land at Church Road, Elmswell.
- 1.2 This report reviews the options available at this time to progress the scheme and recommends option 1 is progressed; appointing Mid Suffolk Growth Limited to deliver the scheme on behalf of the Council.
- 1.3 This report seeks agreement to release capital included within the capital programme of the Medium-Term Financial Strategy, to deliver the open market homes element of the scheme.

2. OPTIONS CONSIDERED

The options that have been considered are: -

- 2.1 **Option 1 – Appoint Mid Suffolk Growth Limited (MSGL) to deliver a market and affordable housing scheme.**

Initial design and feasibility work has been undertaken by the design team within MSGL to establish whether an exemplar low carbon scheme could be delivered on the site at Church Road in Elmswell. MSGL were provided with a brief from Housing seeking an updated view on a previous masterplan for the site, to bring the design in line with the Council's aspirations for exemplar low carbon homes and sustainable place making through the Council's own developments.

The initial design work has concluded that an exemplar scheme of circa 50 homes is achievable and would deliver new affordable and market housing that showcases the Council's new design guide and specification, providing high quality sustainable new homes for residents. There is need for affordable homes within Elmswell, this is a large site, so it is appropriate to have a balance of tenures, using affordable rented,

affordable home ownership properties and market homes to deliver a sustainable scheme and community.

By entering into a Development Agreement with MSGSL to deliver the scheme the Council will have access to the technical and professional design team required to progress the scheme through design, planning and ultimately to delivery.

The scheme will be funded partly through the General Fund (GF) and partly through the Housing Revenue Account (HRA).

There is £7m within the GF MTFS capital programme for the market housing element of the scheme, and £7m within the HRA capital programme for the affordable homes.

The market homes will be profit generating which will enable those funds to be reinvested across the district, it is anticipated the market homes will deliver circa 5% profit overall.

The affordable homes will be delivered in line with the updated Affordable Housing Strategy.

MSGSL was set up to enable the Council to deliver more new housing in line with the aspirations of the Council on the type of new homes they wish to deliver, in this case an exemplar low carbons scheme. Other partners may not wish to develop this scheme to this high standard, favouring a higher profit margin, so MSGSL is the preferred delivery option for this scheme.

Appendix A shows the site location

Appendix B shows the artist impression of how the site could look once completed

2.2 Option 2 – Disposal of the Land

This land is owned by the Housing Revenue Account (HRA) and therefore it has a primary function to deliver new homes.

In some circumstances HRA land can be disposed of on the open market, this would have to be approved by the Secretary of State.

Land would have to be defined as being “surplus” meaning that it is not required to deliver more homes or is not capable of delivering homes.

As the land is suitable for housing, and in an area that has demand for new homes, the land is not deemed to be surplus, and therefore it is not appropriate to dispose of the land to be used for other purposes.

Elmswell is a sustainable location for both market and affordable homes with good transport links and local amenities. Part of the design work will be to establish with Strategic Housing an appropriate mix of tenure based on current data available at that time.

2.3 Option 3 – Do Nothing

This is not a viable option. The land can support a low carbon exemplar scheme that will enhance the local area and provide much needed homes as well as offering a unique offer to the market in terms of high-quality low carbon homes with special attention to place making design and integration into the existing settlement

The recommended option to enable housing delivery is Option 1. This will deliver high quality low carbon homes and support the delivery of Mid Suffolk's newly adopted design guide and support further housing delivery within the district

<p>3. RECOMMENDATIONS</p> <p>That Cabinet: -</p> <p>3.1 Approves option 1 namely to appoint Mid Suffolk Growth Limited (MSGSL) to deliver the scheme on behalf of the Council for the market and affordable units</p> <p>3.2 Delegates the negotiation and conclusion of the Development and Funding Agreements to the Deputy CEO, the Section 151 Officer, and Portfolio Holder for Asset and Investment</p> <p>3.3 Approves delivery of the affordable housing on site in accordance with the Affordable Housing Strategy and in consultation with the Housing Portfolio</p> <p>3.4 Approves the use of the capital funding within the MTFs for the delivery of the market homes</p>	<p>REASON FOR DECISION</p> <p>To enable and support the delivery of housing within the district and support the Council's aspiration to deliver low carbon homes to meet the targets set out in the Carbon Reduction Management Plan</p>
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4. KEY INFORMATION

- 4.1 In 2018 the Council commissioned a high-level masterplan for the land at Church Road, in 2021 MSGSL were appointed on a consultancy basis to review the existing masterplan, and establish whether an exemplar sustainable, low carbon scheme could be achieved that was viable.
- 4.2 This work was concluded in early 2022 and demonstrated that a fifty-unit scheme could be delivered that will showcase the Council's low carbon ambitions and would provide market leading new homes in the district that are truly sustainable.

- 4.3 The development will include areas of open space, biodiversity friendly planting areas, increased walking and cycling routes, rainwater collection, community gardens and will seek to integrate into the existing community by utilising the site characteristics and being respectful of the existing homes in the area.
- 4.4 The design will evolve as engagement with the local community, the local planning authority, and other key stakeholders progresses.
- 4.5 Mid Suffolk Growth Limited (MSGSL) was set up in 2019 with the purpose of increasing housing delivery in the district on behalf of the Council.
- 4.6 By entering into a Development Agreement with Mid Suffolk Growth Limited the Council will benefit from the expertise of the design and delivery team that has delivered a successful scheme at the Needham Market, former HQ site. The same structure was used on this scheme and delivered a high-quality market leading scheme that delivered financial returns to the Council, high quality market homes and new affordable housing for the council. The development that has been very well received.

5. LINKS TO JOINT CORPORATE PLAN

- 5.1 The development of land at Church Road supports the joint corporate plan by delivering new homes and supporting the low carbon agenda.

6. FINANCIAL IMPLICATIONS

- 6.1 The delivery of the scheme in terms of design costs and construction cost has been forecast using current rates. Build costs are increasing in the current market so there is the potential for additional funds to be required.
- 6.2 The General Fund will fund market homes and the HRA the affordable homes. The funding for the market homes will take the form of a loan to MSGSL from the Council. The Council will loan the company funds at 2% above the base rate in line with current funding arrangements. The funding has been approved in the capital programme. There will be a Funding Agreement in place for this lending and the peak debt threshold agreed as the scheme progresses to a sufficient level of technical information to inform this.
- 6.3 There is the opportunity to use Right to Buy receipts to fund some of the affordable housing costs. The apportionment of this will be included as part of the iterative viability work as the scheme progresses, in line with the Affordable Homes Strategy.
- 6.4 Potential grant funding opportunities will be investigated should they become available, and if the scheme is eligible the capital funding profile may change.
- 6.5 The delivery of the Elmswell scheme requires total funding of approx. £15.2M over the phasing of the scheme's development. The total anticipated income

for the scheme is c.£16M with an estimated return on investment of c.£800k for MSDC as shareholder of Mid Suffolk Growth.

6.6 Table 1 – Total Development Funding (MID Suffolk Growth)

Total Development Funding (estimated)	
Income	£16,000,000
Costs *	£15,200,000
Total return on investment	£800,000
Shareholder return/land receipt MSDC	£800,000

* Costs include £1.2m contingency and £545k CIL/106 contribution

These costs are subject to design development and tenure being agreed once consultation has been completed, there may be variations to the figures.

6.7 Table 2 – Capital Funding requirement

Capital Funding	Total
Market Housing Development – total funding required (peak not yet available)	£7 M
Affordable Housing	£7 M
Total	£14 M

The market housing will be funded by way of a loan from the Council to MSGSL. The Council will benefit from interest payments from MSGSL totalling c.£415K over the 2.5yr period. This interest is a development cost and if the scheme fails to make a profit will need to be absorbed by the Council.

As the scheme design progresses and cost certainty is refined the peak debt figure will be agreed with the council meaning that the interest income figure to the council may change. There are also other income benefits to the public purse from the development such as CIL/106 funds, council tax income and new homes bonus

7. LEGAL IMPLICATIONS

7.1 The Council will enter into development and facility agreements with Mid Suffolk Growth Limited. Mid Suffolk Growth Limited is a Joint Venture (Teckal compliant) company between Mid Suffolk District Council and Norse Group whereby 80% of Mid Suffolk Growth Limited's work is for Mid Suffolk Council, which retains strategic influence and control over Mid Suffolk Growth Limited and in which there is no direct private equity.

7.2 The development of the land at Church Road is to be fully funded by Mid Suffolk District Council and any capital receipts will be retained by the Council. The objective of the development agreement is to deliver the

development without incurring any losses. The development agreement can be terminated by the Council subject to all outstanding costs being paid.

8. RISK MANAGEMENT

8.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Score	Mitigation Measures
If we didn't explore fully the development options for the site, and other sites, the Council may not achieve the best economic, social and financial outcomes.	(2)	(2)	(4)	The recommended option will deliver high quality housing, in the most timely manner now that the scheme is in a position to be progressed
Other project risks:				
Continued construction cost inflation	(2)	(3)	(6)	Progress scheme in phases and review each phase and market prior to progressing. Phases to be tendered separately.
There is a market downturn which means that the viability position is altered for the project.	(2)	(3)	6	The Council could consider holding properties for private rent whilst the market recovers if required
The scheme may not achieve planning consent to enable the	(2)	(3)	6	Thorough engagement with all stakeholders throughout the

delivery of the scheme				design and planning process
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9. CONSULTATIONS

- 9.1 The progress on the initial design of the scheme and emerging preferred option has been consulted on with the Portfolio Holder for Housing, the Leader, the Shadow Portfolio Holder for Housing, Ward Cllrs, the Portfolio Holder for Asset and Investment and the Parish Council. This is in advance of formal pre planning consultation and engagement with the public.
- 9.2 The approach that is being recommended within this report has been consulted on with the board members of Mid Suffolk Growth Limited.

10. EQUALITY ANALYSIS

- 10.1 Equality Impact Assessment (EIA) is not required as there are no equality issues arising from the contents of this report and the recommendations.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 The recommended option allows the Council to take control of environmental factors in the design and build of the proposed new housing and development facilities within the district.
- 11.2 The scheme will be delivered to reflect the Councils new design guide and technical specification which is centred on a low carbon approach and ensuring homes are truly affordable and sustainable.
- 11.3 The key design goals of this scheme are:
- People and nature first: Minimising disruptive vehicular routes and maximise pedestrian and cycle routes, approaching the parking stage as something that can be easily adapted in the future
 - Improve green infrastructure: Use existing green space and connect them with “green movement spine” retaining existing trees where possible and links to wider green infrastructure
 - Use orientation and volume wisely: Maximise terraced and semi-detached houses as well as solar gains by using correct orientation. Position larger house types in the centre and smaller units to the edges to minimise impact on the neighbouring properties
 - Respect local neighbours: Position new homes taking into consideration overlooking zones. Where possible position gardens and parking areas to make spaces feel more open for existing neighbours. Offer the use of shared play areas/allotments to neighbouring properties to create a wider community feel

- Respect local architecture and materiality: Take into consideration existing materiality and Elmswell heritage. Prioritise “fabric first” approach; buildings should be functional, healthy and sustainable. Use technologies that could benefit local neighbours; electrical charging points, scooter/bike hire stations
- Future proof: Create a design model that is nature inspired, semi-autonomous and community centric, in the future car parking areas could be modified to create community uses and shared surface access road could become cycle and pedestrian zones.

12. APPENDICES

Title	Location
(A) Site location plan	In report
(B) High Level site visuals	In report

APPENDIX A

SITE LOCATION PLAN



APPENDIX B

HIGH LEVEL SITE VISUALS

4.0 PROPOSED DEVELOPMENT

4.8 Street View 1

See page 25 for location



4.8 Street View 2

See page 25 for location



4.8 Street View 3
See page 25 for location



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