



AGENDA

COUNCIL MEETING

THURSDAY, 6TH OCTOBER, 2022 – 5.30 PM

Members of the Council are summoned to a meeting of the Babergh District Council at King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Thursday, 6th October, 2022 at 5.30 pm.

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

Arthur Charvonja
Chief Executive



BABERGH COUNCIL	
DATE:	THURSDAY, 6 OCTOBER 2022 5.30 PM
VENUE:	KING EDMUND CHAMBER, ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH

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

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

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

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1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATION OF INTERESTS BY COUNCILLORS

3 BC/22/17 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21 JUNE 2022 11 - 18

4 BC/22/18 ANNOUNCEMENTS FROM THE CHAIRMAN AND LEADER 19 - 20

In addition to any announcements made at the meeting, please see Paper BC/22/18 attached, detailing events attended by the Chairman and Vice-Chairman.

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

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

6	QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES	21 - 22
	The Chairman of the Council to answer any questions by the public of which notice has been given no later than midday three clear working days before the day of the meeting in accordance with Council Procedure Rule No. 12.	
7	QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES	23 - 24
	The Chairman of the Council, the Chairmen of Committees and Sub-Committees and Portfolio Holders to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District of which due notice has been given in accordance with Council Procedure Rule No. 13.	
8	BC/22/19 COMMUNITY INFRASTRUCTURE LEVY (CIL) - EXPENDITURE FRAMEWORK - FOURTH REVIEW	25 - 144
	Cabinet Member for Planning	
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10	BC/22/21 LOCALISM ACT 2011 - APPOINTMENT OF INDEPENDENT PERSONS	149 - 152
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13	COUNCILLOR APPOINTMENTS	
14	MOTIONS ON NOTICE	

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

Motion

As set out in the recently approved HRA business plan, retrofitting insulation and other energy-saving measures to the council's housing stock is expensive, and progress is limited by the constraints of HRA funding. A group of seven councils in Sussex have set up a project, known as the Lewes Model, pooling resources, adopting a consistent approach and gaining economies of scale in order to facilitate the retrofitting of up to 40,000 social homes.

This motion is calling on Babergh to agree to research this model and to start dialogue with other local authorities and external stakeholders, to investigate if a similar project could be initiated in Suffolk to improve the pace of retrofitting. This work should involve Council members.

Proposer: Cllr Leigh Jamieson
Seconder: Cllr Jane Gould

b **TO CONSIDER THE MOTION ON NOTICE RECEIVED FROM COUNCILLOR BARRETT**

Motion

This Council has no confidence in the current Vice-Chairman to undertake his role impartially and in the spirit of the code of conduct and therefore resolves to remove Cllr Derek Davis as Vice-Chairman of Babergh District Council.

Reasons for Motion:

Cllr Derek Davis re-posted a derogatory and disrespectful comment on his Facebook page about Tories. The post said: *'If you start with the basic and fundamental premise that all Tories are utter bastards, no one will ever prove you wrong.'* No accompanying comments were added to tone down the original post. It must be assumed that Cllr Davis agrees with the post. The post is in the public domain. Cllr Davis is Vice-chair of Babergh District Council. The council's constitution explains the roles and responsibilities as follows:

- *The chairman of the council will be impartial and not act in a party political way when carrying out that role particularly when exercising a casting vote in the event of deadlock at a Council meeting,*
- *To preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of Councillors and the interests of the community.*

Cllr Davis' actions have shown that he is unable to remain impartial, to ensure fair representation for Conservative Cllr's in debate and crucially to use his casting vote impartially.

Cllr Davis' comments were not confined to elected Cllr's. This post also applies to members of the public who are Tories.

Under the constitution the Chairman of the council is responsible for promoting public involvement in Council's activities and to be the conscience of the Council. If he is seen as being biased against Tories he will be unable to retain the confidence of the public to promote their involvement.

It is disappointing to see that despite reporting this post to the Leader and Dept Leader, both former Tories one may add, neither have responded in any way to express their shock or condemnation. We consider that if members now support Cllr Davis they are actually condoning this failure to act with integrity. In addition to this motion we feel he should consider his position as a Councillor.

Proposer: Cllr Simon Barrett

Secunder: Cllr Mick Fraser

c **TO CONSIDER THE MOTION ON NOTICE RECEIVED FROM COUNCILLOR LINDSAY** 159 - 164

Preamble

Residents of our district are deeply concerned about water quality and the impact of regular wastewater discharge, which includes untreated sewage, into our local rivers and seas and the impact on wildlife and on human health. We know that there were 288 sewage storm overflow spills into our rivers, including the Stour, in 2021 for a total duration of 1,861 hours. That was from just the 18 storm overflows that are monitored. Another 17 storm overflows are not monitored. The Stour is widely used for swimming, boating and fishing. As the district's population rises with new housing, releasing sewage into rivers is no longer an emergency-only situation occurring as a result of severe storms, but an everyday occurrence even in 'normal' rainfall.

Local and national planning policy requires a robust approach to both water quality and pollution. The National Planning Policy Framework* makes clear that it is Babergh Council's responsibility to prevent developments causing unacceptable levels of water pollution. A recent legal opinion from the Environmental Law Firm (attached as Appendix A) clarifies that a local authority can consider the cumulative impact of developments on pollution and does not have to accept the view of the sewerage company. Yet it has not been the practice for Babergh planners to ask Anglian Water to report on cumulative impact i.e. whether or not development may lead to any potential increase in 'emergency' discharge into rivers and seas.

Motion

This Council resolves to:

1. Recognise the Council's obligation to protect its rivers and seas, including from the cumulative impacts of pollution, in line with the National Planning Policy Framework*
2. Recognise that nationally there is clear evidence of deterioration of water quality due to cumulative impact of multiple sewage discharge events or 'sewage overload'.
3. Ensure that in gathering evidence for future iterations of the local plan the council consider the cumulative impact of sewage when deciding the overall level of housing and other development.
4. Draw up a dashboard collating data on discharge so that the cumulative impact of wastewater discharge in the district can be easily seen.
5. The council will take a lead in protecting its watercourses from pollution, including by joining the relevant Catchment Partnership (such as Essex and East Suffolk) and working with other agencies to tackle this issue.
6. Ask the chair of the scrutiny committee to invite the Chief Executive of Anglian Water plus senior representatives from the Environment Agency and Natural England to attend a meeting to answer questions about plans for tackling levels of sewage discharge.
7. Ask Anglian Water, from this date onwards, in its planning consultation responses for major development, to clarify which treatment works will be managing the sewage; whether it has the information available to assess the impact on the number or duration of sewage discharges into local rivers or seas, and if it does have this information to share it (noting that this can only be requested not required).
8. Request that planning officers, from now onwards, include in all reports relating to major development a specific section on the impact on watercourses (in line with Core Strategy Policy CS15**), including the potential for the development to affect sewage outflow into watercourses (i.e. cumulative impact), or to flag if this information is not fully available, so that this information (or the lack of it) is clearly and transparently set out.

Proposer: Cllr Robert Lindsay
Secunder: Cllr Leigh Jamieson

*NPPF relevant policies

174 e states: "Planning policies and decisions should contribute to and enhance the natural and local environment by:

preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability. Development should, wherever possible, help to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans."

185 notes that: "Planning policies and decisions should also ensure that new development is appropriate for its location taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, as well as the potential sensitivity of the site or the wider area to impacts that could arise from the development";

(iii) Paragraph 186 provides that "*Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas*" (emphasis added).

Core strategy relevant policies 2011-2031

**Policy CS15

xiii) minimise the demand for potable water in line with, or improving on government targets, and **ensure there is no deterioration of the status of the water environment in terms of water quality, water quantity and physical characteristics;**

3.3.7.7 Opportunities to improve water quality in all watercourses and water bodies will be taken where possible and measures will be taken to prevent the deterioration in current water quality standards. Site specific policies for allocated sites and detailed policies for delivering sustainable design and construction and climate resilient development will be set out in Site Allocations and Development Management Development Plans Documents (DPDs).

Date and Time of next meeting

Please note that the next meeting is scheduled for Tuesday, 25 October 2022 at 5.30 pm.

Webcasting/ Live Streaming

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

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

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

Introduction to Public Meetings

Babergh/Mid Suffolk District Councils are committed to Open Government. The proceedings of this meeting are open to the public, apart from any confidential or exempt items which may have to be considered in the absence of the press and public.

Domestic Arrangements:

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

Evacuating the building in an emergency: Information for Visitors:

If you hear the alarm:

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

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Agenda Item 3

BABERGH DISTRICT COUNCIL

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

PRESENT:

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

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

In attendance:

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

Apologies:

Sue Carpendale
Trevor Cresswell
Michael Holt
Mark Newman

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

16 DECLARATION OF INTERESTS BY COUNCILLORS

16.1 There were no declarations of interests by Councillors.

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

It was **RESOLVED:-**

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

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

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

Gt Yarmouth Market

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

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

Jubilee

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

6th June

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

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

Sudbury

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

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

LGA Annual Conference

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

Net Zero Carbon Toolkit

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

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

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

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

Suffolk Day

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

Gavin and Cas

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

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

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

19.1 None received.

20 QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

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

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

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

Response

Thank you for your question, Mr Riley.

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

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

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

Supplementary Question

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

Response

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

21 QUESTIONS BY COUNCILLORS IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

21.1 None received.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

26 COUNCILLOR APPOINTMENTS

- 26.1 There were no new councillor appointments.

27 MOTIONS ON NOTICE

- 27.1 There were no Motions on Notice.

The business of the meeting was concluded at 7.14 pm.

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Chair

Agenda Item 4

BC/22/18

BABERGH DISTRICT COUNCIL - 6 OCTOBER 2022

CHAIRMAN'S ANNOUNCEMENTS

EVENT	LOCATION	DATE	CHAIRMAN	VICE CHAIR
JUNE 2022				
West Suffolk Chairman's Civic Service	St Edmundsbury Cathedral	26-Jun	✓	
JULY 2022				
Royal Hospital School's 2022 Prize Giving and Commemoration Day	Royal Hospital School, Holbrook	02-Jul	✓	
The Ipswich Mayor's 'At Home' Event	The Ipswich Transport Museum	08-Jul		✓
Stowmarket Mayor's Civic Service	St Peter & St Mary's Church, Stowmarket	17-Jul	✓	
Felixstowe Mayor's Civic Service	St John's Church, Felixstowe	24-Jul		✓
AUGUST 2022				
Sudbury Family Fun Day	Belle Vue Park, Sudbury	19-Aug	✓	
Ipswich Mayor's - Evening on the Sail Barge Victor	Common Quay, Ipswich Waterfront	19-Aug	✓	
SEPTEMBER 2022				
Suffolk County Proclamation of the Accession of King Charles III	Town Hall, Ipswich	11-Sep		✓
Sudbury Proclamation of the Accession of King Charles III	Town Hall, Sudbury	11-Sep		✓
County Service of Commemoration and Thanksgiving for the life of our late Sovereign Lady Queen Elizabeth II	St Edmundsbury Cathedral	17-Sep	✓	
2 Minutes silence in memory of Queen Elizabeth II	Market Place, Hadleigh	19-Sep	✓	
Chairman's visit to the new Breast Care Centre funded by the Blossom Appeal	Ipswich Hospital	26-Sep	✓	
Families Together Suffolk AGM	Eye Town Hall	27-Sep	✓	

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Agenda Item 6

BDC COUNCIL – 6 OCTOBER 2022

ITEM 6 - QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH COUNCIL PROCEDURE RULES

Question 1

Mr Riley to Councillor Ward, Leader of the Council

At the last meeting you affirmed your belief that the Redevelopment of Corks Lane would break even or make a profit. The draft minutes of the Council's last full meeting record your saying that "Babergh has never said that the project might make a slight loss".

Yet, Report Number BCa/22/4 suggests that the range of outcomes would include losses.

Please tell us why you have ignored the loss making potential of this project when your own officers were flagging up that possibility.

Question 2

Mr Ferguson to the Cabinet Member for Finance, Assets and Investments

I understand that the Gipping Construction has been selected as Babergh's builder for the redevelopment of Corks Lane and that Gipping is a local company. Can the Cabinet Member for Finance, Assets and Investment tell me if Gipping were chosen through a competitive tender process, and if so, how many other companies bid for the work? Has the contract to Gipping been awarded on a firm/fixed price basis, and was it awarded to the lowest compliant bidder?

Finally, to fully understand the risks that Babergh potentially faces with completing this development on time and on cost, will you provide a copy of the Tender documents provided to bidders (not the responses as they are assumed to be "Commercial in Confidence"), and give me an indicative percentage of the differences in bid price between Gipping and the other compliant bidders?

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Agenda Item 7

BDC COUNCIL – 6 OCTOBER 2022

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

Question 1

Councillor Beer to Councillor Ward, Leader of the Council

Could you please advise me and the tax payers of Babergh, if the surplus £1,400,000 pounds that you have found can be allocated to offset any council tax increase that you may be thinking of introducing in the forthcoming 2023/24 budget as our residents are already struggling with the high cost of living, energy and fuel price increases, we don't want to be seen as empire building or just increasing our reserves?

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Agenda Item 8

BABERGH DISTRICT COUNCIL

TO: BDC COUNCIL	REPORT NUMBER: BC/22/19
FROM: Councillor Clive Arthey, Cabinet Member for Planning	DATE OF MEETING: 6 October 2022
OFFICER: Tom Barker Director - Planning and Building Control	KEY DECISION REF NO. N/A

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

1. PURPOSE OF REPORT

- 1.1 The Community Infrastructure Levy (CIL) Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Timeline for Implementation and Review were all originally adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk). A first review of these documents took place, and the changes were adopted at both Councils meetings on the 18th March 2019 (Mid Suffolk) and 19th March (Babergh). Second and third reviews took place in the winter 2019/20 and 2020/21 and changes were agreed and adopted by both Councils in April 2020 and March 2021. Both Councils agreed that they wished to keep the CIL Expenditure Framework under review and agreed the need for a fourth review which would take place at the same time as Bid round 8 (October 2021) with any amendments being adopted and in place before Bid round 9 (May 2022). The fourth review was carried out in June 2022 and this report sets out the changes being proposed through this review (Background Documents refer).
- 1.2 It was also agreed that the Joint Member Panel who informed the content of the CIL Expenditure Framework (including the first, second and third reviews) would remain to inform the fourth CIL Expenditure Framework review process.
- 1.3 This fourth review process has taken place as follows: -
- The involvement of the Joint Member Panel comprising the following Members: Clive Arthey, Peter Beer, Leigh Jamieson, Mary McLaren, David Burn, Gerard Brewster, Sarah Mansel and John Field.
 - Joint Member Panel meetings took place on the 7th 9th and 14th June 2022 to discuss the scope of the review and to agree outcomes.
- 1.4 This report together with the attached appendices A, (amended CIL Expenditure Framework) B, (amended CIL Expenditure Communications Strategy) C (amended Key CIL dates calendar) represent the conclusions and outcomes of the fourth CIL Expenditure Framework review process. These will be discussed in the report under Key information (see below) and constitute the foundation for the recommendations below.

- 1.5 Since the second review, a new provision within the CIL Regulations of 2019 has taken effect and an annual Infrastructure Funding Statement (IFS - including an Infrastructure List) for each Council has been produced and agreed by Cabinet in November 2020 and November 2021. These documents have replaced the CIL Position Statements for each Council which were abolished (under this new legislation). The Councils published their Infrastructure Funding Statements (including the Infrastructure List) on the Councils website in December 2020 and November 2021. These documents (to be reviewed each year for each Council) are key documents that the CIL Expenditure Framework rest on. (The updated IFS documents for the year 21/22 will be produced in November 2022, hence the current IFS (Infrastructure List) for each Council has been attached as Appendices E and F to this report).
- 1.6 A further recommendation under cover of this report involves the need for a further (fifth) CIL Expenditure Framework review (to be informed by the Joint Member Panel) whilst Bid round 10 is taking place (October 2022) so that any amended scheme is in place before Bid round 11 opens (May 2023).

2. OPTIONS CONSIDERED

- 2.1 There is a diverse spectrum of approaches to CIL expenditure across the country from Unitary Authorities who have absorbed CIL into their individual Capital Programmes to others who ringfence all funds to be spent locally. A range of different approaches was identified in Appendix A of the Framework for CIL Expenditure report provided to Cabinet's on the 5th and 8th of February 2018 and discussed in full during the workshops with the Joint Member advisory panel. Members adopted the documents set out in paragraph 1.1 above by Council decision in April 2018. Three reviews of the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy have subsequently taken place with changes informed by the Joint Member Panel that were adopted by both Councils in March 2019, April 2020 and March 2021.

3. RECOMMENDATIONS

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

(Appendix C comprises the yearly Key CIL Dates Calendar which is produced under delegated powers (to the Assistant Director of Planning and Building Control in consultation with the Cabinet Members for Planning and the Cabinet Members for Communities) each year (as part of the outcomes of the first review of the CIL Expenditure Framework.) Appendix C (Key CIL dates for 2022/23) together with Appendices E and F (which comprise the current annual Babergh and Mid Suffolk Infrastructure Funding Statements - Infrastructure List) accompany the CIL Expenditure Framework and the Communications Strategy and are for reference purposes only).

3.2	That Babergh Council agree that the CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy be reviewed again (over Winter 2022/Spring2023) and whilst Bid round 10 is being considered (from October 2022 onwards) so that any amended scheme can be in place before Bid round 11 occurs (May 2023).
3.3	That Babergh Council agree that the Joint Member Panel be retained to inform this (fifth) review.
REASON FOR DECISION	
<p>Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL in April 2016. There is no prescribed way for Councils to decide upon the spend of money collected through CIL, so Councils must agree their own approach and review processes.</p>	

4. KEY INFORMATION

- 4.1 All the information captured in paragraph 4.5 has formed the substance of discussion by the Joint Member Panel at their meetings on the 7th 9th and 14th June 2022.
- 4.2 Since the first review of the CIL Expenditure Framework, the Infrastructure Delivery Plan (IDP) has been produced and updated in 2020 and is published as evidence for the Joint Local Plan. This document significantly changes the context for CIL expenditure as it identifies infrastructure priorities for both Districts to support growth. It classifies the infrastructure as critical, essential, or desirable and in doing so it signals that greater weight needs to be given to some infrastructure projects if compared with others as those listed as critical or essential are necessary where growth has taken place.
- 4.3 In addition since the second review, the provisions of the CIL Regulations 2019 have taken place requiring all Councils to produce a yearly Infrastructure Funding Statement (IFS). This document captures monitoring information about the income and expenditure of CIL and s106 together with the allocation of Neighbourhood CIL and its expenditure by Parishes on a yearly basis. In addition, the legislation requires all Councils to produce an Infrastructure List within the IFS which is a list of all specific infrastructure projects that the Council expect to spend CIL and s106 on. For Babergh and Mid Suffolk, this Infrastructure List (which is different for both Councils) is largely but not wholly comprised of infrastructure projects resulting from the Infrastructure Delivery Plan.
- 4.4 The Infrastructure Funding Statements for both Councils were considered by both Council's Cabinets in November 2021 and the separate IFS documents for Babergh and Mid Suffolk were published on the Councils web site in November 2021. (Appendices E and F comprise the Infrastructure List taken from the IFS for both Councils (with the remaining IFS documents capable of being read using the hyperlink in Background Papers - see below).

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

CIL EXPENDITURE FRAMEWORK (Appendix A)

Key recommended changes: -

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

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

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

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

CIL EXPENDITURE FRAMEWORK COMMUNICATION STRATEGY (Appendix B)

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

KEY OUTCOMES FROM THE CHANGES SUGGESTED BY THE JOINT MEMBER PANEL

4.6 The key outcomes would be as follows: -

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

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

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

5. LINKS TO JOINT STRATEGIC PLAN

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

6. FINANCIAL IMPLICATIONS

- 6.1 The adopted CIL Expenditure Framework is critical to the funding of infrastructure to support growth and sustainable development.
- 6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 1st September 2019, each Council was required to publish a list of infrastructure that they will put the CIL monies towards. These lists were known as the "Regulation 123 Lists". However, on the 1st of September 2019, new CIL Regulations were enacted, with the CIL 123 Lists being abolished, and in order to provide clarity given this changing situation, each Council adopted a CIL Position Statement containing a list of infrastructure that it would spend its CIL monies on. The authority for this was provided by a Council decision in March 2019 when the first review of the CIL Expenditure Framework was undertaken, and a revised scheme was agreed (by both Councils). The CIL Position Statements were identical for both Councils. Under the 2019 CIL Regulations each Council has to produce a yearly Infrastructure Funding Statement (IFS); the first one was agreed by both Councils Cabinets and they were published on the Councils web site in December 2020. The Infrastructure Funding Statements contain an Infrastructure List which is founded not wholly but partly on the Infrastructure Delivery Plan. Upon the publication of each Councils IFS under the 2019 CIL Regulations, each Council's CIL Position Statements were abolished.
- 6.3 CIL is collected and allocated in accordance with the CIL Regulations 2019 Each Council retains up to 5% of the total CIL income for administration of CIL. From the remainder, 15% (capped at £100 per Council Tax dwelling indexed linked) is allocated to Parish or Town Councils, but where there is a made Neighbourhood Plan in place this figure rises to 25% (with no cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the Neighbourhood CIL funds through consultation with the Parish concerned.
- 6.4 At the time that the Parish pay-outs are made (by 28th April and 28th October each year), the 20% save for the Strategic Infrastructure fund is also undertaken as required by the CIL Expenditure Framework. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. At the same time, the ringfencing of CIL monies (for developments of ten houses or more) occurs; these are known as Ringfenced Infrastructure Funds. This ringfencing of funds occurs in order to ensure that infrastructure provision for major housing developments is prioritised and ringfenced for spend. As this accounting requires Finance to verify the figures, daily accounting in this way would be too cumbersome and resource hungry to carry out. There is no adverse impact on the Bid Round process or cycle to this method of accounting. Indeed, these dates work well with the Bid round process.
- 6.5 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund. Each Bid round, the available funds for expenditure from the Strategic Infrastructure Fund, the Ringfenced Infrastructure Funds and the Local Infrastructure Fund are calculated. The CIL Bids are then paid for from these different funds of money.

6.6 Infrastructure delivery in CIL expenditure terms is as follows: - .

Total allocated expenditure for Babergh in Bid rounds 1-8:

CIL Expenditure	Total	2018/19	2019/20	2020/21	2021/22
Total CIL expenditure in Bid round 1 (May 2018)		£75,217.55	N/A	N/A	
Total CIL expenditure in Bid round 2 (October 2018)		£341,886.99	N/A	N/A	
Total CIL expenditure in Bid round 3 (May 2019)		N/A	£289,163.48	N/A	
Total CIL expenditure in Bid round 4 (October 2019)		N/A	£237,333.00	N/A	
Total CIL expenditure in Bid round 5 (May 2020)		N/A	N/A	£312,849.90	
Total CIL expenditure in Bid round 6 (October 2020)		N/A	N/A	£469,214.19	
Total CIL expenditure in Bid round 7 (May 2021)		N/A	N/A	N/A	£356,749.99
Total CIL expenditure in Bid round 8 (October 2021)		N/A	N/A	N/A	£345,360.00
TOTAL ALLOCATED EXPENDITURE	£2,427,775.10	£417,104.54	£526,496.48	£782,064.09	£702,109.99
Monies returned to Infrastructure Funds due to projects being completed underbudget	£202,747.40				
TOTAL EXPENDITURE	£2,225,027.70				

7. LEGAL IMPLICATIONS

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

Year 2016/17

Babergh

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

Year 2017/18

Babergh

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

Year 2018/19

Babergh

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

- 7.4 Under the CIL Regulations of 2019 it is necessary for each Council to produce an Infrastructure Funding Statement (IFS) containing monitoring information in relation to income and expenditure of CIL and s106 and allocation and expenditure of Neighbourhood CIL by Parishes on a yearly basis. This information for years 19/20 and 20/21 can be seen using the following hyperlinks for both Districts. In addition, the IFS for each Council contains an Infrastructure List. These documents for years 20/21 for Babergh constitute Appendices E and F to this report.

Babergh 2019/20 and 2020/21

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

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

8. RISK MANAGEMENT

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

8.2 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
<p>Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.</p> <p>Current Risk Score: 6</p>	Unlikely (2)	Bad (3)	<p>Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Joint Corporate Plan, the Joint Local Plan with the Infrastructure Delivery Plan and the Infrastructure Funding Statement for both Councils (as part of the associated Infrastructure strategy) will ensure that infrastructure across both Councils is addressed, New Anglia LEP Economic Strategy, draft created together with the Councils Open for Business Strategy are also relevant.</p>
<p>Failure to produce a yearly Infrastructure Funding Statement (including the Infrastructure List) would result in non-compliance with the CIL Regulations and may mean that Members and the public are not aware of CIL income and expenditure activities.</p> <p>Each Councils annual Infrastructure Funding Statement (IFS) is required to address CIL and s106 developer contributions and allocation and expenditure Of Neighbourhood CIL by Parishes and this must be produced. The first IFS for each Council must be in place by December 2020. Failure to meet this yearly requirement will result in non-compliance with the CIL Regulations</p>	Highly Unlikely (1)	Noticeable /Minor (2)	<p>The Infrastructure Team produces the report which is checked and verified by financial services/open to review by External Audit. Reminders are set to ensure the report is published by the statutory date. The format of the previous Regulation 62 Monitoring reports (now replaced by the Infrastructure Funding Statements) is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented</p>

<p>Failure to monitor expenditure such that CIL expenditure is not effective.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that at least twice yearly the CIL Expenditure Programme will be produced which will include details of all allocated and proposed CIL expenditure and this together with the software will be used for effective monitoring.</p>
<p>If too high a value is allocated into the Strategic Infrastructure Fund, there is a risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of CIL Funds. The CIL Expenditure Framework regular reviews will include this risk as a key element of the review to ensure the level set remains appropriate.</p>
<p>If 25% Neighbourhood CIL is automatically allocated to any Parish/Town councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and the risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and other CIL Funds. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>
<p>If commencements of major housing developments were not correctly monitored or the incorrect apportionment of CIL monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result.</p>	<p>Unlikely (2)</p>	<p>Disaster (4)</p>	<p>The Infrastructure Team will continue to monitor all commencements of development through the service of the required Commencement Notice by developers such that correct apportionment of CIL funds can be undertaken. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>

Assurances (for collection of CIL monies)

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

Table 5

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

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

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

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

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

- 8.6 In September 2018 Internal Audit conducted a review of CIL processes and released a written report. It contains a Substantial Assurance audit opinion (with two good practice points needing to be addressed relating to further clarification of “best value” (one of the criteria for assessing CIL Bids) and storage of all electronic communication. Both these matters have been addressed.

The first point by including further explanation about Best Value in Appendix A; the second point through resource adjustments.

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

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

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

8.9 In line with the second review, both Councils agreed for the Joint Member Panel to inform a third review during Bid round 6 (in October 2020) so that any changes could be in place before Bid round 7 commences in May 2021. Changes were agreed and adopted on the third review and a fourth review was agreed which it was expected would occur over the Winter 2021/Spring 2022. This work was undertaken over the spring and early summer 2022 (June 2022) and the work was prepared for consideration in July 2022 by both Councils. Mid Suffolk agreed and adopted the changes in July 2022 and this report captures the work of the Joint Member Panel on the fourth review and is for consideration by Babergh.

9. CONSULTATIONS

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

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

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

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

10. EQUALITY ANALYSIS

10.1 Please see attached screening report.

11. ENVIRONMENTAL IMPLICATIONS

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

12. APPENDICES

Title	Location
(A) Amended CIL Expenditure Framework – July 2022	Attached
(B) Amended CIL Expenditure Framework Communications Strategy – July 2022	Attached
(C) Key Dates for CIL Calendar 2022/2023	Attached
(D) EQIA Screening report for Equality Analysis	Attached
(E) Infrastructure Funding Statement (Infrastructure List) for Babergh 2021	Attached

13. BACKGROUND DOCUMENTS

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

- **The CIL Expenditure Framework (adopted April 2021):**

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

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

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

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

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

- **Infrastructure Funding Statement – Babergh 2021 (Monitoring report only) - Infrastructure List comprises Appendix E to this report)**

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

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The Community Infrastructure Levy Expenditure Framework

**Babergh and Mid Suffolk
District Councils**

The Community Infrastructure Levy Expenditure Framework.

1. BACKGROUND

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

CIL Expenditure – Key Documents

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

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

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

The Key CIL Expenditure Framework Documents for CIL Expenditure

- 1.8 The following documents comprise the key components of the CIL Expenditure Framework: -
- **CIL Expenditure Framework** - this document is the key document that sets out the parameters, processes and governance arrangements for spending CIL monies. It is available on the Councils' websites.
 - **CIL Expenditure Framework Communication Strategy** - this separate document is the key document that sets out the parameters and arrangements for communication around spending CIL monies. It is available on the Councils' websites.
 - **Key CIL dates calendar** - produced each year to allow all to understand important dates around CIL.
 - **Infrastructure Funding Statement (IFS) for Babergh** - produced each year and contains monitoring information for income and collection of CIL, s106 and the allocation and expenditure of Neighbourhood CIL. In addition, it contains an Infrastructure List which is a list of specific infrastructure projects for Babergh that CIL can be spent on (which are largely but not wholly made up of infrastructure projects contained in the Infrastructure

Delivery Plan. It is produced annually, and the current version represents the key document for allowing CIL expenditure.

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

2. THE CIL EXPENDITURE FRAMEWORK

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

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

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

KEY PRINCIPLES OF THE CIL EXPENDITURE FRAMEWORK

2.3 These are set out in the following Table 1.

Table 1 - Key Principles

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

<p>3. Decisions must be compliant with the CIL Regulations 2010 (as amended including the CIL Regulations of 2019) and expenditure must follow the yearly Infrastructure Funding Statement for each Council.</p>	<p>The yearly Infrastructure Funding Statement is a legal requirement for all Councils dating from the CIL Regulations 2019 (1st September 2019).</p>
<p>4. The expenditure approach must be legally sound</p>	<p>All reviews of the CIL Expenditure Framework review and CIL Expenditure Programme are reviewed by the Shared Legal Service</p>
<p>5. Deliverability and Timeliness – a “can do” approach towards delivery of infrastructure to be employed (subject to the infrastructure project being in accordance with the CIL Expenditure Framework and the yearly Infrastructure Funding Statement (Infrastructure List) for each Council.</p>	<p>Infrastructure officers can be contacted about all aspects of CIL including CIL expenditure</p>
<p>6. CIL expenditure should support the Joint Corporate Plan, other Council strategies, the Joint Local Plan objectives and the Infrastructure Delivery Plan (which is evidence that underpins the Joint Local Plan) and the Infrastructure Funding Statement for each Council.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>7. The apportionment of CIL monies into three separate funds: -</p> <ul style="list-style-type: none"> • Strategic Infrastructure Fund, • Ringfenced Infrastructure Fund and the • Local Infrastructure Fund <p>All such apportionment allows saving of monies towards infrastructure projects.</p>	<p>The Strategic Infrastructure Fund allows for monies to be saved towards strategic projects for the betterment of either or both Districts and facilitates the prospect of collaborative spend with other funding organisations and/or funding streams to achieve strategic infrastructure.</p> <p>The amount to be saved into the Strategic Infrastructure Fund occurs after the 5% administrative costs are removed and then the Neighbourhood CIL portion of monies is taken out (either 15% for Parishes – (subject to a cap) with no made Neighbourhood Plan or 25% for Parishes (without a cap) where a Neighbourhood Plan is made.</p> <p>Following this 20% of the remaining CIL monies would be saved into the Strategic Infrastructure Fund leaving the remaining 80% to go into the Local Infrastructure Fund (with the exception of the following paragraph which sets out the saving of monies into a Ringfenced Infrastructure Fund)</p>

<p>8. Planning decisions which approve housing (ten dwellings and over) /employment which carries Infrastructure to be provided by CIL and necessary for an approved growth project (those with planning permission) shall be supported and considered a priority and these monies are ringfenced into the Ringfenced Infrastructure Fund. Infrastructure provided to support these schemes ensures that the approved development which is ultimately carried out is sustainable.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>9. Publication of all expenditure, the twice yearly CIL Expenditure Programme (formerly known as the CIL Business Plan) and the Technical Assessments on the website, means all CIL information is readily accessible and transparent. A list of all valid Bids for CIL monies from either the Strategic Infrastructure Fund Ringfenced Infrastructure Fund or the Local Infrastructure Fund will be published after each Bid round has been closed.</p>	<p>This is a requirement of the CIL Expenditure legislation</p>
<p>10. CIL expenditure will be regularly audited, including the CIL Expenditure Framework Review process.</p>	<p>This is a requirement of the Councils regarding CIL</p>
<p>11. A Communications Strategy for the CIL Expenditure Framework is necessary and constitutes a key document to this Framework and should be read alongside it.</p>	<p>This is a requirement of the CIL Expenditure Framework and is a key document that should be read alongside the CIL Expenditure framework</p>
<p>12. Infrastructure projects that are funded by each Council's CIL funds (whether from the Strategic, Ringfenced or Local Infrastructure Funds) shall be carried out on publicly owned or controlled land/buildings or where public access is guaranteed (unless exceptional circumstances apply). However where leased buildings or land is involved and a CIL Bid is made for infrastructure, the lease must be long (i.e. no shorter than 25 years with a break clause no sooner than 15 years). Shorter leases will normally be regarded as unacceptable.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>13. No Member referral of CIL Bid cases to Cabinet for decision taking</p>	<p>Governance arrangements contained in this CIL Expenditure Framework for CIL do not permit this.</p>

<p>14. Whilst Ward Member(s) of a CIL Bid can ask a question at Cabinet (at the discretion of the Chairman) they may not make representations or join in with the debate at Cabinet.</p>	<p>To ensure that the process satisfactorily addresses both Council's Constitution</p>
<p>15. Where offers of CIL funds are made to authors of Bids, the monies will be allocated to the infrastructure project for a period of no longer than 2 years whereupon the allocation of funds would be withdrawn and it would be necessary to reapply through the Bid process to secure CIL funds for that project.</p>	<p>The CIL Bid Offer letter is a contract and cannot be altered or extended.</p> <p>A new CIL Bid would need to be submitted to continue with the infrastructure project</p> <p>A template to assist with this and a guidance note is available.</p>
<p>16. Delivery of infrastructure projects where CIL monies are approved – Where problems arise which threaten the delivery or completion of a project (for reason which may include Covid or where delivery costs exceed Bid amounts or there are delivery issues for legal or other reasons and the scheme cannot be delivered within the 2 year period, it is open to authors of Bids to reapply stating the reasons why delivery has not been fully or partly possible.</p> <p>A template will be available for Bidders to complete so that their original information can be updated. However, it will be important to resubmit all financial information and complete a CIL Bid application form so that the details of this scheme can be both updated and considered against the Framework parameters.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>17. CIL funds can be used for an infrastructure project to make it Disability Discrimination Act compliant.</p>	<p>This is a stipulation of the CIL Expenditure Framework</p>
<p>18. All CIL Bids must be discussed with an Infrastructure officer before CIL Bid submission when Bid rounds open. Details of the Infrastructure to be provided must be submitted on a CIL Project Enquiry Form and be completed by all Infrastructure Providers, Parish or Community groups. This will allow for a discussion (and the involvement of District Ward Members, County Councillors and Parishes) and the approach towards the project should be in accordance with the procedures listed elsewhere in this Framework.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>

<p>19. Agreement to a structured approach to discussions at pre Bid stage for both large infrastructure projects (total costs over £250,000) and medium infrastructure projects (total costs between £50,000-under £250,000) with community engagement with Ward Member(s) Parish Council and Ward County Councillor together with reporting to an Infrastructure Sub Programme Board (of officers). Ward Members to be notified only of receipt of small infrastructure projects (total costs of 50,000 or less). This structured approach is set out in the diagram at the back of this document.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>20. Continue to ringfence funds for housing developments over 10 dwellings so that the infrastructure to support the growth is provided. However, such CIL monies will only continue to be held for that settlement in the Ringfenced Infrastructure Fund for 5 years. If no projects come forward for this ringfenced money within that period, it will be returned to the Local Infrastructure Fund for expenditure.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>21. Neighbouring communities need to contribute to larger infrastructure projects within settlements (through the use of Ringfenced Infrastructure Funds) where they would be used by the wider area (e.g. catchment areas of schools and together with catchment areas for health hubs and rail together with Strategic Leisure centres) will be considered and brought into the funding strategy so that ringfenced funds for the infrastructure project can be brought forward.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>22. Evidence of need for the proposed Infrastructure project must be submitted with all CIL Bids.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>23. Parishes and Community groups should show at the time of the submission of any CIL Bids whether they have any of their own funds (including Neighbourhood CIL) that could be used.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>24. No 100% funding requests for CIL Bids by Parishes/Community groups for community infrastructure.</p>	<p>These are requirements of the CIL Expenditure Framework</p>

<p>Maximum limit of £100,000 and 75% (of the total costs) for CIL Bids (per project/CIL Bid) for infrastructure submitted by Parishes or Community groups with the exception of sporting leisure or recreation facilities (see below).</p>	<p>(The previous infrastructure threshold for infrastructure led by the community of not more than £75,000 was increased to £100,000 as a result of the fourth review of the CIL Expenditure Framework.)</p>
<p>25. For sporting and recreation facilities no 100% funding requests and a maximum funding limit on funding of these bids of £200,000 and up to 75% of the total costs of the project whichever is the smaller amount for such infrastructure listed within the IDP for CIL Bids (per project/CIL Bid. If the project is not listed in the IDP the maximum limit will be £75,000 and 75% (of the total costs) for CIL Bids (per project/CIL Bid).</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>26. Minimum CIL Bid of not less than £2000 on Infrastructure submitted by all Infrastructure Providers and Parishes and Community groups.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>27. In respect of CIL Bids from Parishes and Community groups for Community Infrastructure, CIL Bids arising from a PIIP (Parish Investment Infrastructure Plan) will not be prioritised over those coming from a Parish without one.</p>	<p>Parish Investment Infrastructure Plans (PIIPs) are a “conversation starter” and will not be mandatory to gain CIL funds. They are a tool for Parish Councils and are informal guidance documents only.</p> <p>They are encouraged as a useful way of prioritising local infrastructure.</p> <p>(The Councils will consider publishing PIIPs on the Website as help to other Parishes in the future).</p>
<p>28. Monthly meetings between the Councils Infrastructure officers and Infrastructure providers will take place to develop an Infrastructure delivery programme (e.g. for Rail, Health and Suffolk County Council – Education and Bus Passenger transport). Monthly meetings may also occur with other Councils to discuss cross boundary infrastructure issues and to address infrastructure mitigation.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>29. Those CIL Bids that are within either the Infrastructure Delivery Plan (IDP), each Council’s Infrastructure Funding Statement (IFS) and/or part of a Corporate Local Plan or as part of a Council Strategy will have greater weight when prioritisation criteria are used in the technical assessments of each CIL Bid.</p>	<p>These are requirements for judging CIL Bids under the CIL Expenditure Framework</p>

<p>In addition, greater weighting towards Bids will be given where those CIL Bids align with spend with priorities designated in JLP/IDP/IFS and Neighbourhood Plans and District Council infrastructure projects.</p> <p>Agreed critical/ essential infrastructure identified in the IDP/IFS will carry more weight than desirable infrastructure.</p>	
<p>30. No monies will be awarded through a CIL Bid towards costs which have already been paid for a project (i.e. no claiming retrospectively) -except where school extensions are planned as part of a pupil placement creation which is a statutory function on the part of Suffolk County Council – these costs to include design and build costs and costs for the making of a planning application – see paragraph 3.1 of the CIL Expenditure Framework).</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>31. Feasibility costs will be awarded for rail feasibility studies only where a rail infrastructure project is critical/essential in the Infrastructure Delivery Plan (IDP) and definite in delivery terms (and one which the Council would be likely to support (i.e. for instance it is listed as critical/essential in the IDP).</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>32. Improvement or replacement of existing infrastructure (forming part of and /or total) must include a statement on additionality (some significant tangible betterment of the existing facility) must be involved otherwise the works would be termed to be maintenance or repair and therefore not eligible under the CIL Expenditure Framework. This must be more than the materials will represent an upgrade. For example, like for like replacement is not a strong enough example of an upgrade it must address additionality.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>33. Churches are not excluded from CIL funding (despite there being many other funding opportunities for Churches) but proposed projects must be for infrastructure and the proposal must benefit the community in the widest sense by offering wide community benefits and be capable of being used by the whole community Any Bids must also address additionality (see above) and not include maintenance or church restoration costs.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>

<p>34. Public electric vehicle charging points will be classed as community facility infrastructure. However, they are seen as a District wide benefit and will therefore be treated as an exception to the maximum limit on community facility infrastructure.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>35. Best value criteria should include land values where CIL Bids involve purchase of land for infrastructure.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>36. CIL Bids that have green and sustainability characteristics shall carry greater weight in determination terms than those CIL Bids which do not.</p>	<p>These are requirements for judging CIL Bids under the CIL Expenditure Framework</p>
<p>37. If a CIL Bid is invalid upon submission opportunity will be given for the next 12-month period (from the date of its submission) to be made valid. If it is still invalid after the expiry of the 12-month period, the CIL Bid will be treated as withdrawn and no formal decision (Cabinet or delegated) will be made on it.</p>	<p>This is a requirement of the CIL Expenditure Framework</p>
<p>38. Spending outside each Councils geographical boundaries is acceptable where appropriate to the circumstances of the infrastructure to be provided and where there is clear benefit to the residents of either or both Districts. Additional parameters and criteria relating to this expenditure are contained in this Table 2 below.</p> <p>In addition, it may be necessary for each Council to seek CIL or s106 contributions for infrastructure where impacts upon either Councils infrastructure is impacted upon by development outside its administrative geographical boundaries. The Councils approach to secure such contributions is set out in Table 3 below.</p>	<p>These are requirements of the CIL Expenditure Framework</p>

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

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

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

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
1. Must be collaboratively funded Bids – Babergh/Mid Suffolk will not contribute 100%.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
2. Babergh’s and Mid Suffolk’s spend must be proportionate to what is being provided and linked by way of evidence to impacts of growth within BDC and MSDC and must address evidence-based impacts.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
3. Must be specific deliverable projects with timescales and oven ready schemes with all necessary formal approvals in place.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
4. Babergh and Mid Suffolk must be final funding part of the jig saw so that money is not tied up in projects that will not be delivered.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
5. Must be capital based specific infrastructure projects that address growth impacts.	Otherwise this would be termed outside the CIL Expenditure Framework
6. Will not fund projects which are not infrastructure.	This is termed outside the terms of the CIL Expenditure Framework
<p>7. Specific infrastructure projects must be listed in the Infrastructure Delivery Plan and within the Infrastructure Funding Statement (Infrastructure List) for Districts where spend is going to occur and be developed through Statements of Common Ground or through collaborative work with neighbouring Local Authorities.</p> <p>Consider whether the infrastructure mitigation required is classed as essential within the other Districts Infrastructure Delivery Plan, Infrastructure Funding Statement and Statement of Common Ground.</p> <p>Collaborative spend outside the District shall be limited to Infrastructure Provider projects only.</p>	These matters will be important considerations in any decision on any CIL Bid
8. Same engagement process for spends over £50,000 with Parish Councils Ward Members and County Councillors as set out elsewhere in this Framework.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
9. All spend shall be Cabinet decisions with no delegated decisions.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
10. Technical Assessment for such CIL Bids shall include a separate section where spend outside the District to responds to the additional key principles in this Table (Table 2).	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
11. Normal Bid round process twice a year will apply.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
12. CIL Project Enquiry form must be submitted to allow discussions to take place before formal CIL Bid submission.	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
13. It will be necessary to demonstrate that the infrastructure cannot be provided through other funding and practicable means (including through culminative growth means).	This is a requirement of the any CIL Bid to be considered under the CIL Expenditure Framework
14. All such CIL Bids must come from adjoining Local Authorities or Infrastructure Providers. Any requests from Parishes Community Groups/other organisations (such as Health Hubs, Schools) outside Babergh and Mid Suffolk administrative boundaries will be regarded as falling outside the terms of our CIL Expenditure Framework and not eligible for the submission of CIL Bids.	This is a requirement of the CIL Expenditure Framework

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

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

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

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

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

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

Key Principles of the CIL Expenditure Framework	Further detail where appropriate
1. Feasibility studies for infrastructure projects (except for rail infrastructure).	These are termed outside the terms of the CIL Expenditure framework (except for rail infrastructure).
2. Maintenance or repair costs of buildings/ infrastructure/ projects.	These are termed outside the terms of the CIL Expenditure framework
3. Interests on loans for projects.	This is termed outside the terms of the CIL Expenditure Framework

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

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

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

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

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

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

5. PROCESSES OF THE CIL EXPENDITURE FRAMEWORK

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

Table 6 – Key Processes of the CIL Expenditure Framework

Key Processes of the CIL Expenditure Framework	Further detail where appropriate
1. Use of the Councils' existing software.	The software that the Council uses is Exacom. There is a public facing module (known as PFM) which is accessible on the Councils website under the tab of developer Contributions database
2. The process is centred upon a bidding round with consideration on a twice-yearly basis, with email submission of bids by Infrastructure Providers (including officers of Babergh and Mid Suffolk where appropriate) and all Parishes including Community Groups.	See Diagram at Appendix B to the rear of this report. This is a requirement of the CIL Expenditure legislation

Key Processes of the CIL Expenditure Framework	Further detail where appropriate
<p>3. Full documentation of the process for lodging, consideration, and determination of the bids with supporting guidance documents for bid submission, bid application forms and prioritisation criteria to be used for assessment of the bids will be made available on the Councils' websites.</p>	<p>This is a requirement of the CIL Expenditure legislation</p>
<p>4. The timetable for the twice-yearly bid process will be clearly documented on the Councils' websites together with the inclusion of a flow chart. Three months of early advance notification of bid submission timescales (to facilitate bid submission) to all Infrastructure Providers (including officers of Babergh and Mid Suffolk where appropriate) and all Parish/Town Councils. Bids from Community Groups can also be submitted.</p>	<p>The timetable can be found at Appendix B to the rear of this document.</p> <p>There is also a yearly Key dates CIL calendar which can be seen on the Councils web site</p>
<p>5. The apportionment of CIL monies into three funds; Strategic Infrastructure Fund, Ringfenced Infrastructure Fund and Local Infrastructure Fund will occur twice yearly.</p> <p>This apportionment in particular allows saving of monies towards strategic infrastructure projects for the betterment of either or both Districts and facilitates the prospect of collaborative spend with other funding organisations and or funding streams to achieve strategic infrastructure.</p> <p>The division of monies between the three funds occurs in April and October each year immediately after the apportionment of payment of Neighbourhood CIL.</p>	<p>Examples of the type of Infrastructure to be funded through the Strategic Infrastructure Fund, the Ringfenced Fund and the Local Infrastructure Fund can be found at Appendix A to the rear of this document.</p> <p>The way that both Councils store their money in separate names accounts is a requirement of the CIL Expenditure Framework.</p>
<p>6. All interest accrued on CIL monies will be paid into the Strategic Infrastructure Fund pot.</p>	<p>This is a requirement of the CIL Expenditure legislation</p>
<p>7. Distribution of CIL income - The Councils will retain up to 5% of the CIL income received within each District (for administrative costs). This will be apportioned at the same time as the Neighbourhood CIL allocation to Parishes. The Neighbourhood CIL allocation to Parish/Town councils (either 15% or 25% subject to a cap*) occurs in April and October each year.</p>	<p>The Cap is explained in Appendix C to the rear of this document</p> <p>The way that both Councils store their money in separate names accounts is a requirement of the CIL Expenditure Framework.</p>

Key Processes of the CIL Expenditure Framework	Further detail where appropriate
<p>On the same 6 monthly basis, the CIL funds will be saved into three separate funding streams with the following apportionment and definitions: -</p> <ul style="list-style-type: none"> • Strategic Infrastructure fund – 20 % of the CIL funds will be held in this account • Ringfenced Infrastructure Fund - ringfenced monies to deliver infrastructure to support housing schemes of 10 dwellings and above) • Local Infrastructure fund – 80% of the CIL funds will be held in this account 	
<p>8. Apportionment of Neighbourhood CIL. Currently six-monthly allocations to Parish/Town Councils (which occur in April and October) continue, and where Neighbourhood CIL is received, a proactive approach is used to encourage collaborative spend (using Parish Infrastructure Investment Plans (PIIP) documents if produced). The Parishes apportionment of CIL monies (set out in the CIL Regulations 2010 (as amended) will remain at 15% (where there is no Neighbourhood Plan) and 25% where a Neighbourhood Plan is made for three reasons: -</p> <ul style="list-style-type: none"> • to safeguard the ability to secure strategic infrastructure and make the 20% saving from the CIL funds into the Strategic Infrastructure Fund • to ensure that the CIL infrastructure requirements on the growth projects are met such that development is therefore sustainable • to meet legislative requirements. <p>9. Collaborative approach towards expenditure working with Infrastructure Providers and Parishes to get projects delivered and to “add value” is important and supported.</p>	<p>This is a requirement under the CIL Regulation legislation and the terms of the CIL Expenditure Framework</p>

<p>10. Explore and secure funding from other external funding streams (e.g. LEP and Government funding) and other internal funding streams (s106 monies Community Grants and where appropriate Locality funding) to spend alongside CIL where appropriate, especially in connection with Strategic Infrastructure projects but also for Ringfenced Infrastructure and Local Infrastructure Fund projects. Proactive work will be needed to identify and secure strategic infrastructure projects for both Districts.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>11. Funding bids must provide adequate evidence/information to provide necessary certainty on timely delivery – “oven ready” schemes will be given priority.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>12. Proactive work will also need to occur around CIL infrastructure such that the Infrastructure to be provided by CIL Funds (together with the s106 items) are known (and can be understood in terms of viability and the level of affordable housing to be provided). This work will provide clarity around Bids which are likely to come forward for growth projects in the future.</p>	<p>Proactive work required</p>
<p>13. The production and publication of at least twice yearly CIL Expenditure Programmes for both Councils (normal production/publication within 6 months of the Bid rounds opening.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>14. CIL monies can be spent flexibly alongside s106 monies, Community grants and Locality monies and any other external or internal funding streams but expenditure of s106 monies must be in accordance with the terms of the s106 agreement.</p>	<p>This is a requirement under the CIL Expenditure Framework and the use of all s106 monies must be in accordance with the terms of the particular s106 Obligations where the monies are held</p>
<p>15. Tiered approach to decision-taking involving some officer delegation and larger decisions by Cabinet.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>16. All CIL Bid decisions to be final.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>17. No appeals process in respect of any CIL Bid decisions.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>18. Only one Bid per project and per bidding round.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>19. After a refusal – no more Bids for this project unless funding circumstances are materially different and/or a time period passes of not less than 1 year.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>20. Where Bids are to be submitted, evidence of Community support shall be required (From Division County Councillor, District Ward Member and Parish Council).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>21. Validation - Once Bids are validated and screened (see below) Officers will direct any appropriate Bids towards other funding streams where this is considered to be more appropriate (each Councils unspent s106 monies – where the terms of the Legal Obligation would allow that spend to occur. In addition, work will be undertaken to see if other funding can be pulled into the scheme from internal (Community grants and Locality Funds - where appropriate) and external funds (LEP Government funding and other external sources) so that the CIL funds can be distributed as widely as possible.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>22. Yearly report on CIL and s106 expenditure will be required as part of the CIL Regulations 2019. This document known as an Infrastructure Funding Statement (IFS) will need to be produced by the 31st December each year for each Council in addition to the at least twice yearly CIL Expenditure Programme for each Council.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>23. Payment of successful bids to be in accordance with CIL guidance to be published on the Councils' websites.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>24. For all Community Infrastructure Bids three quotes to carry out the works will be required. These quotes must be offered to the Bidders and then submitted as part of the Bids on the basis that the cost of the works will remain held and not vary for a 6-month basis. (so as to be sure that when CIL monies are offered the project can be completed for the cost of the works submitted).Where Infrastructure Providers (such as Suffolk County Council -SCC) submit Bids for either education projects or bus passenger transport improvement proposals there will be no need to submit three quotes as Suffolk County Council is as an Infrastructure provider which has a contractual framework agreement in place. This ensures that the</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>project will achieve Best value and thereby meet Best value objectives within the CIL Expenditure Framework. With regard to Bids for school extensions and education facilities (that are contained within the CIL Position Statement), the Infrastructure provider must pay for feasibility studies and planning application costs prior to the CIL Bid being made. Once any such Education CIL Bids are submitted these costs can then be included in the overall cost of the project (so these costs are recovered by SCC as part of the agreed project).</p>	
<p>25. Consultation on valid CIL Bids - When Bids are made valid consultation will occur with the District Ward Member the Division County Councillor for the Ward affected and the Parish Council for that ward (except where the Parish Council is the Bidder for the Infrastructure project). The Consultation will occur by email and 14 days will be allowed for the submission of comments. A copy of the CIL Bid application form and a location plan will be sent to the consultee. Infrastructure officers will carry out a site inspection and photographs will be taken.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>26. Determination of especially important Strategic Infrastructure Fund, Ringfenced Infrastructure Fund or Local Infrastructure Fund CIL Bids by Cabinet or using delegated powers (requiring approval or refusal or noting by Cabinet) can occur in advance of the normal twice yearly CIL Expenditure Programme process where appropriate.</p>	<p>This is allowed under the requirements of the CIL Expenditure Framework</p>
<p>27. Technical assessments of all CIL bids where decisions are being made will be undertaken and published as part of the CIL Expenditure Programme documentation so that decision taking is open and transparent.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>28. Infrastructure for Community use – a CIL Project Enquiry form has been devised to allow early advice and support to be given to Parishes and Community groups where projects are identified (whether for CIL or other forms of funding) This must be used before any CIL Bid is submitted so that the structured approach towards infrastructure project development can commence before a CIL Bid is submitted and determined.</p>	<p>This is a requirement under the CIL Expenditure Framework. Under the fourth review of the CIL Expenditure Framework this CIL project enquiry form has been amended to allow for submission of more information and thereby more effective starts to project development for CIL funding.</p>

<p>29. Further amplification is contained in this document relating to the criteria for Value for money (or Best Value) - to address the internal Audit requirements of September 2018.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>30. CIL Bid application forms are available on the Councils web site as follows: -</p> <ul style="list-style-type: none"> • CIL Bid application forms designed for community infrastructure projects both above and below the governance threshold of £10,000 to address different information requirements (e.g., a Business case where required) • CIL Bid application forms for Passenger Transport Improvement (shorter than before also recognising and adapting the Framework such that three quotes are not required as there is a contractual framework agreement in place for delivery which meets best value objectives) • CIL Bid application forms for Health facilities /proposals • CIL Bid forms for Education facilities proposals • Rail Bid forms for Rail infrastructure projects • CIL Bid forms for adjoining Councils and Infrastructure Providers (outside of Babergh /Mid Suffolk's administrative geographical boundaries 	<p>The submission of CIL Bid application forms is required under the CIL Expenditure Framework and guidance forms are placed on the web site to help Bid authors.</p>
<p>31. Engagement process for all CIL Bids over £50,000 and all CIL Bids where expenditure is required beyond Babergh and Mid Suffolk's administrative and geographical boundaries as follows: -</p> <ul style="list-style-type: none"> • A structured approach to discussions at pre Bid stage for both large (over £250,000) and medium (between £50,000-under £250,000) infrastructure projects with stakeholder engagement with Ward Member(s) Parish Council and Ward County Councillor (Stage 1) together with development of the project with all those parties (Stage 2) with both stages being signed off by an Council Infrastructure 	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>Sub Programme Board together with a third stage which represents project sign off before a CIL Bid is submitted.(The inception stage (stage 1 will have a project Initiation Document). Stage 2 will have a Development of Infrastructure project document. The third stage will have a Sign off stage document before the submission of the CIL Bid).</p>	
<p>32. Copies of all CIL Bid application forms and a location plan for both Districts will be held on the Councils IT software (which is accessible to District Council Members only through Connect).</p>	<p>For ease of reference or all District Ward Members</p>
<p>33. Different portions of funding making up the total cost of a project shall be included in the CIL Expenditure Programme.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>34. CIL Expenditure Programme should have Bid Offer date added so that the two year period for the offer is visible (so that the expiry of the CIL Bid offer letter and the ultimate delivery of the project is readily apparent and can be easily cross referenced).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>35. Continue with monthly meetings with Infrastructure providers to develop an Infrastructure delivery programme (of five years). Publish a list of projects which is being developed called the Emerging Infrastructure Projects in the CIL Expenditure Programme.</p>	<p>These are requirements under the CIL Expenditure Framework. (Five year Infrastructure delivery programme requirement with Infrastructure providers brought in during the fourth review of the CIL Expenditure Framework)</p>
<p>36. CIL Bid Guidance for application forms will include guidance on how the Council will pay the CIL monies, what information and approach is needed before monies are paid together with the need for photographs of part completed/completed infrastructure projects.</p> <p>This guidance will also explain the Ringfenced Infrastructure Fund and the role of the planning consultation responses on infrastructure</p> <p>Improved guidance on Neighbourhood CIL to be issued to Parishes and District Council Members.</p>	<p>These are requirements under the CIL Expenditure Framework</p>

<p>37. Once CIL Bids are valid – the screening part of process commences– i.e. where CIL Bid is valid, screen all other opportunities for other forms of funding (external/unspent s106/community grant/neighbourhood CIL). Ensure that the outcomes of these other funding opportunities are known before committing to CIL expenditure so that CIL is last piece of jigsaw puzzle.</p> <p>Bidders are encouraged to explore all possible alternatives for other sources of funding alongside requests for CIL funding including using crowd funding/encouraging donations/gifts. (Other sources of funding that could also be considered are loans or Public Works Loan Board funding).</p> <p>Ensure that all other sources of funding have been secured so that CIL funding is the last piece of the jigsaw so that the scheme can be delivered.</p>	<p>These are requirements under the CIL Expenditure Framework</p>
<p>38. CIL Bids will be treated as withdrawn if no progress is made after 12 months and no further action will be taken on them (does not stop a resubmission).</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>39. Where a Bid is refused, the Councils will not reconsider an identical CIL Bid.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>40. Provide a list of changes following the first second, third and fourth reviews of the CIL Expenditure Framework at the rear of the document outlining key changes to the Framework</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>41. Retain three advance emails to Parishes and infrastructure providers but stress the importance of the structured pre submission process.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>42. Where infrastructure being proposed also carries a dual use (such as education provision which would also be used by the community) the completion of a Community User Contract is required so that the community use can be guaranteed. (This will be a bespoke legal Contract designed to suit the circumstances of the CIL Bid case.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

<p>43. Next (fifth) review to occur at the same time as Bid round 10 (October 2022) and be in place before Bid round 11 (May 2023). The Joint Member Panel will remain to inform this fourth review.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>44. All existing undetermined CIL Bids which are held over until CIL Bid round 7 – May 2021 (from Bid round 6 - October 2020 or any of the other earlier Bid rounds) and included as undetermined in the CIL Expenditure Programme will have a “one Bid round opportunity” to be determined following Bid round 6 without reference to any newly imposed restrictions following the third review of this Framework.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>45. Improvements to the Website by the inclusion of a district wide map for both Districts to show where District CIL has been spent and a photographic reel of infrastructure projects showing before and after pictures and information of completed infrastructure projects where District CIL has been used.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>
<p>46. Catchment areas for proposed infrastructure (e.g., schools, rail, health hubs) – Use of Ringfenced monies Where infrastructure delivery is proposed through the submission of CIL Bids, the financing of these Bids when recommended to Cabinet or through delegated decisions will be undertaken by using Ringfenced monies first, supplemented by use of Strategic or Local Infrastructure Funds secondly if necessary (if additional funds required). Catchment areas where defined for education projects will be used (e.g., education). For rail projects agreed that we look as widely as possible for funding for rail projects including from Network Rail. Rail infrastructure is strategic in nature (see CIL Expenditure Framework) so this fund together with Ringfenced funds in a reasonable catchment area together with s106 funds from the adjoining Councils would be the way forward as a funding strategy. For health projects investigate where patients come from attending the health hub and take a proportionate approach towards contributions from the Ringfenced funds for those parishes served by the extended Hub including the parish where the health hub is based.</p>	<p>This is a requirement under the CIL Expenditure Framework</p>

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

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

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

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

Table 7 – Validation Criteria

Validation Criteria for CIL Bids	Further detail where appropriate
<p>1. The correct CIL Bid form must be submitted. All the questions on the Bid application form must be fully completed (where information known or where additional information is required (e.g. Business Case) together with evidence of need for the infrastructure).</p>	<p>These elements are the validation criteria for the CIL Bid process</p>
<p>2. Valid Bids on Bid Submission template to new CIL Expenditure email address CILexpenditure@baberghmidsuffolk.gov.uk including the following:</p> <ul style="list-style-type: none"> ▪ Description of infrastructure, location, purpose ▪ Need /Justification ▪ Costs and funding streams for provision ▪ Quotations for works ▪ How much financial support is sought from Babergh and Mid Suffolk District Councils and for what ▪ Collaborative spend – yes/no and if yes give details ▪ Who is leading on delivery ▪ Delivery proposal and timescales ▪ Will the Infrastructure be provided on Public or Private land – has the Bidder obtained all the necessary permissions to implement the infrastructure ▪ If the infrastructure needs planning permission - has this been sought and obtained ▪ has any State Aid already been received or offered from other government sources ▪ Consideration of future funding/maintenance once project is complete ▪ Business Plan required dependant on size of the project (see guidance documents) 	<p>These elements are the validation criteria for the CIL Bid process</p>

Validation Criteria for CIL Bids	Further detail where appropriate
<ul style="list-style-type: none"> ▪ When Bids are made valid consultation will occur with the District Ward Member the Division County Councillor for the Ward affected and the Parish Council for that ward (except where the Parish Council is the Bidder for the Infrastructure project). The Consultation will occur by email and 14 days will be allowed for the submission of comments. A copy of the CIL Bid application form and a location plan will be sent to the consultee. Infrastructure officers will carry out a site inspection and photographs will be taken. 	
<p>3. Any incomplete bids will be considered, and effort will be made to get the bid fully complete and capable of then being assessed against the screening and priority criteria.</p>	<p>These elements are the validation criteria for the CIL Bid process</p>

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

Table 8 – Screening Criteria

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

Expenditure Programme and through a programme of delivery working collaboratively with the Infrastructure Providers.	
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6.4 **Prioritisation criteria** is as set out in the following table (Table 9).

Table 9 - Prioritisation criteria

Prioritisation Criteria	Further detail where appropriate
1. Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable	This criteria is a requirement of the CIL Expenditure Framework
2. Positively scores against provisions/objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh/Mid Suffolk Strategies or external strategies Babergh/Mid Suffolk support and/or input into	This criteria is a requirement of the CIL Expenditure Framework
3. It represents key infrastructure (critical/essential)	This criteria is a requirement of the CIL Expenditure Framework
4. Value for money (or Best Value.	Guidance on Best Value is located at the rear of the document
5. Clear community benefits	This criteria is a requirement of the CIL Expenditure Framework
6. Community support	This criteria is a requirement of the CIL Expenditure Framework
7. Deliverability (“oven ready” schemes)	This criteria is a requirement of the CIL Expenditure Framework
8. Affordability (from Strategic/Local infrastructure or Ringfenced Infrastructure Funds)	Any infrastructure project must be affordable to gain favourable consideration
9. Timeliness	This criteria is a requirement of the CIL Expenditure Framework

Prioritisation Criteria	Further detail where appropriate
10.By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh/Mid Suffolk infrastructure provision, or LEP/Government funding)	This criteria is a requirement of the CIL Expenditure Framework
11.Supports housing and employment growth	This criteria is a requirement of the CIL Expenditure Framework
12.Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	This criteria is a requirement of the CIL Expenditure Framework
13.Must be based on the developing/adopted Infrastructure Delivery Plan/current Infrastructure Funding Statement unless circumstances dictate otherwise	This criteria is a requirement of the CIL Expenditure Framework
14.Does the provision of this infrastructure address a current inadequacy in infrastructure terms?	This criteria is a requirement of the CIL Expenditure Framework
15.By releasing funds, it would allow infrastructure to be realised such that the CIL funds are like the last piece of the jigsaw puzzle	This criteria is a requirement of the CIL Expenditure Framework
16.Will the infrastructure be capable of being used by the wider community.	This criteria is a requirement of the CIL Expenditure Framework
17.By provision of infrastructure it would unlock further opportunities within the District for housing and employment growth How does the proposal affect green infrastructure principles.	This criteria is a requirement of the CIL Expenditure Framework
18.How does the project address green/sustainability principles/infrastructure.	This criteria is a requirement of the CIL Expenditure Framework
19.How does the project affect state aid implications.	This criteria is a requirement of the CIL Expenditure Framework
20.How does the project affect security and safety in the community.	This criteria is a requirement of the CIL Expenditure Framework

7. GOVERNANCE OF THE CIL EXPENDITURE FRAMEWORK

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

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

- **Delegated Decisions (to Assistant Director – Planning and Building Control)**

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

- **Cabinet decisions**

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

Guidance Foot note on Value for money or Best Value

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

[Best value - Wikipedia, the free encyclopaedia](https://en.wikipedia.org/wiki/Best_value)

en.wikipedia.org/wiki/Best value

BMSDC Procurement Manual

Pages 50 and 51

2.12 Social Value

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

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

- Regional Economic Development – subject to the test of fairness and equality for potential suppliers the opportunity to support the local economy.
- Environmental – using a solution which protects and /or enhances the environment.

2.16 Value for Money (Best Value)

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

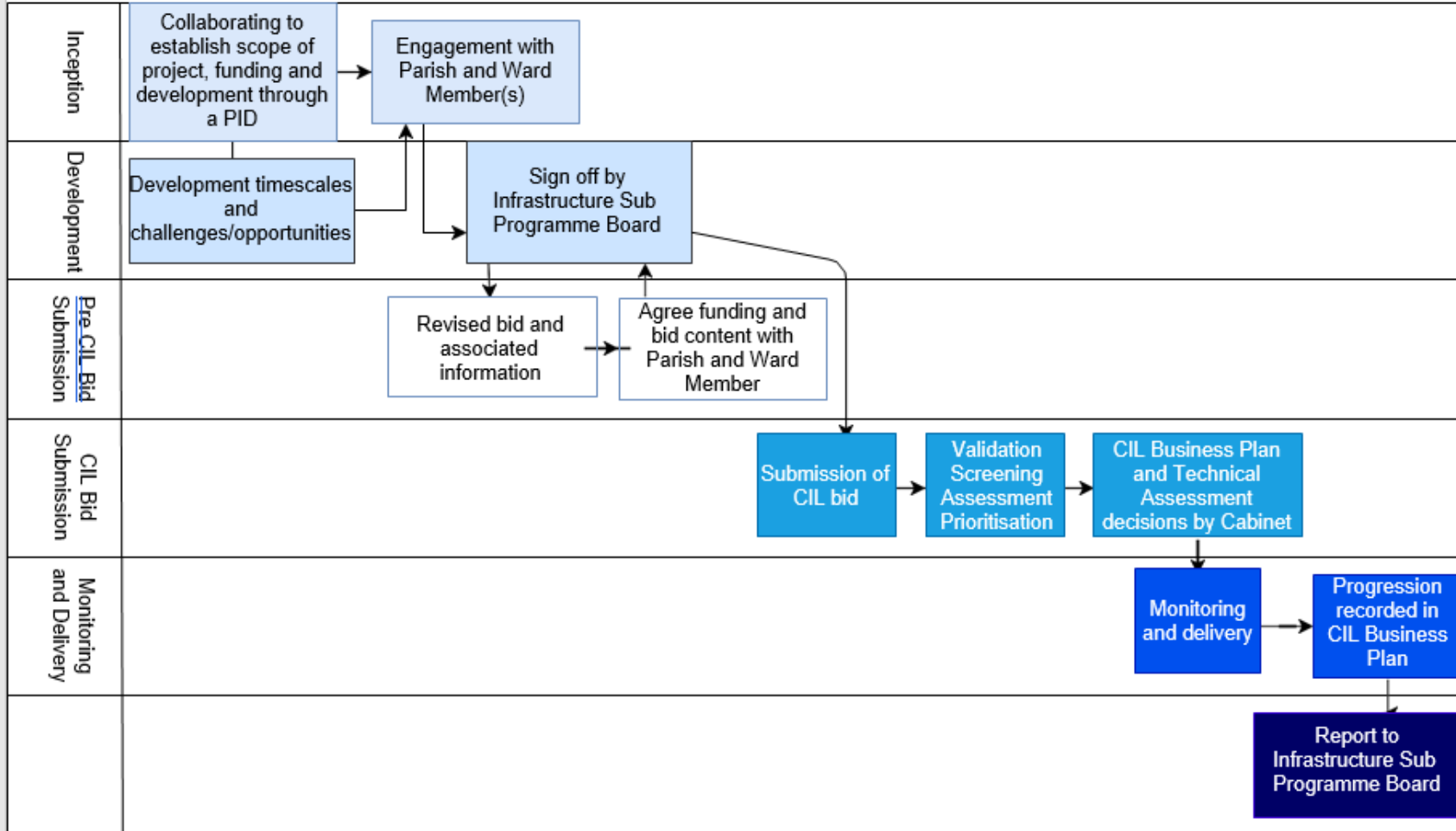
2.16.2 Achieving best value is about enabling the Strategic priorities of the Councils with the most effective use of financial resources and requires the consideration of quality factors in the evaluation of offers from suppliers as well as cost.

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

THE CIL EXPENDITURE FRAMEWORK ENGAGEMENT PROCESSES

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

Delivery of Large/Medium Scale Infrastructure Projects



Engagement Process

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

Infrastructure Delivery - Stage 1, 2 and 3 Documentation Template

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

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

APPENDIX A

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

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

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

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

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

One or more of these elements constitute Local infrastructure:

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

March 2021

APPENDIX B – THE CIL BID ROUND CYCLE

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

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

March 2021

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

This cap is as follows: -

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

March 2021

March 2019 (Amended)

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

Edition Amendments (March 2019) - Key Changes

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

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

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

March 2019

April 2020 (Amended)

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

Edition Amendments (April 2020) - Key Changes

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

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

April 2020

March 2021 (Amended)

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

Edition Amendments (March 2021) - Key Changes

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

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

March 2021

July 2022 (Amended)

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

Edition Amendments (July 2022) - Key Changes

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

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

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

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

July 2022

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

Babergh and Mid Suffolk District Councils

Appendix B - Amended July 2022

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

1.0 Background

1.1 Following the decision by Babergh and Mid Suffolk Councils to implement Community Infrastructure Levy, both Councils have been charging for CIL liable development since 11th April 2016. A scheme for CIL expenditure has been devised and reviewed each year and sits alongside this Communications Strategy. Both the CIL Expenditure Framework and the CIL Expenditure Framework Communication Strategy scheme were approved by both Councils in April 2018 and amended through the first review and adopted by both Councils in March 2019. A second and third review have also taken place and these changes were considered by both Babergh and Mid Suffolk and adopted in April 2020 and in March 2021.

CIL collection

1.2 CIL is collected and allocated in accordance with the CIL Regulations 2010 (as amended). Each Council retains 5% of the total CIL income for administration of CIL. From the remainder, 15% is allocated to Parish or Town Councils (subject to a financial cap) but where there is a Neighbourhood Plan in place this figure rises to 25%(with no financial cap).

1.3 Each year both Councils are required as CIL charging authorities to publish monitoring statistics for collection, allocation and expenditure of CIL monies by the 31st of December for each year (on the website for both Councils). The CIL Regulations 2019 introduced a requirement for both Councils to produce an Infrastructure Funding Statement (IFS) containing both section 106 and CIL expenditure and a list of infrastructure projects for both Councils (known as the Infrastructure List). The first one for each Council was considered by each Council's Cabinet in November 2020 and published on the web site for both Councils in December 2020. Under the CIL Regulations of 2019 it is a requirement to produce a yearly review of each Councils Infrastructure Funding Statement; this will be published each year on the Councils web site.

CIL Expenditure

1.4 The development of a detailed framework for CIL expenditure for consideration and adoption by both Councils has been devised as there is no set approach for CIL expenditure prescribed either by Central Government or through the CIL Regulations.

1.5 As such all Councils across the country, where a CIL charging regime has been adopted and is being implemented, have established their own schemes for how CIL monies are spent.

1.6 The CIL Regulations stipulate that CIL monies which are collected must be spent on infrastructure. Each Council has published a list of infrastructure projects known as the "Infrastructure List" within each Councils Infrastructure Funding Statement (IFS).

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

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

2.0 **Aims of the Strategy**

2.1 These are: -

- To identify the key messages and ensure these remain consistent throughout all communications which this Strategy covers.

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

3.0 Key Messages and the Framework for Communication

General

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

Regular Communication - Frequency and type

- 3.4 As stated in paragraph 1.3 above, before the 1st September 2019 the CIL Regulations required CIL charging authorities to publish monitoring statistics for collection, allocation and expenditure of CIL monies by the 31st of December for each year – these have been published for both Councils on the website). From the 1st September 2019 the CIL Regulations introduced a new requirement for the production of an Infrastructure Funding Statement (IFS) for both Councils including s106 and CIL income and expenditure. In addition the IFS for both Councils also includes the allocation and expenditure of Neighbourhood CIL for each Council together with a list of Infrastructure projects for each Council that is largely but not wholly informed by the Councils Infrastructure Delivery Plan.
- 3.5 Details of and payment of Neighbourhood CIL monies from both Councils CIL income to both Councils Parish Councils /Town Councils (see paragraph 1.2 above) will be undertaken twice yearly (by the 28th of April and by the 28th October each year). For those Parishes where there is no Parish or Town Council in place both Councils retain the monies and spend it through consultation with the Parish affected. All Parishes (via the Clerks)and all Ward and District Members will be advised twice yearly of the allocation of these monies via email with the relevant CIL allocation reports published on the Web site (each April and October). All Babergh and Mid Suffolk staff will be notified either by email or through an internal newsletter.
- 3.6 Details of the Councils' CIL Expenditure Framework, (including details of the yearly cycle of Bid submission and consideration) supporting Guidance Documents, Bid Application forms and prioritisation criteria (which will be applied to Bid determination) will be available on the Councils' web site. A Key CIL date calendar will also be produced each year to facilitate Bid submission. Clear information of the process including a flow chart will also be provided on the Councils' web site.
- 3.7 For a period of three months before the Bid Rounds open, advance monthly email communications will be sent to all Infrastructure Providers (including relevant officers of Babergh and Mid Suffolk) and all Parish and Town Councils who are also infrastructure providers to advise of the Bid process being open for the submission of Bids twice yearly. This will also be communicated through the Councils web site.
- 3.8 Following validation of submitted Bids, the Ward Member(s), Division County Councilor for that Ward and the Parish Council (via the Clerk) shall be advised of the receipt of the validated Bid via email and be given 14 days to comment upon the submitted Bid. This will include the application form and a location plan in order to assist with the submission of a response. An officer site inspection will take place in respect of all CIL Bids (where photographs will be taken)

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

4.0 Key Audience

4.1 These are: -

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

5.0 Communication Channels

5.1 These are: -

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

- Town and Parish Council newsletter
- Working Together, Connect.

6.0 Communication Tools

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

7.0 Spokespeople

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

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

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

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

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

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

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

- 7.2 With the exception of press announcements of the decisions on the CIL Bids after determination of the CIL Expenditure Programme by both Councils Cabinet, every decision on submitted Bids or where Infrastructure projects are

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

- 7.3 Where proactive or reactive Key messages are delivered these must be managed so that where the Bids involve collaborative spend the different organisations working in collaboration including Parishes must be part of the Key message and the key message is effective and joined up (including the District Ward Member)
- 7.4 Every opportunity will be taken wherever possible to undertake joint communication messages with Infrastructure Providers and other funding bodies and partners including those carrying out the infrastructure project together with Parish/Town Councils. Members must always remain involved.

8.0 Risks

- 8.1 The successful delivery of Infrastructure projects across both District Councils are important for a number of reasons. Not only are these projects aligned with a range of our key strategic priorities but the infrastructure that is provided will mitigate any harm from new development and make that development sustainable. In addition, some infrastructure projects may address current infrastructure inadequacy or deliver a Parish or community infrastructure initiative. As such they will be the focus of a great deal of interest from our key audience and may generate media interest and engagement on a wider level.
- 8.2 All this audience is invested in the outcome of these projects for a variety of reasons. (financial, social and economic). This will bring these projects under very close scrutiny and we need to acknowledge that failure to effectively communicate with our audience could have a significant impact on its success and the reputation of both Councils.
- 8.3 It is also important to recognise that communication needs to be accurate and clear and both Councils will take appropriate measures to correct any factual inaccuracies should they occur.

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

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

Key changes

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

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

Key changes

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

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

Key changes

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

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

Key changes

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

28 April 2022	Neighbourhood CIL Payments made to Parish/Town Councils by this date
1 May 2022	CIL Expenditure Bid Round 9 opens
31 May 2022	Bid Expenditure Bid Round 9 closes
June 2022	Validation of CIL Bids received in Bid round 9 (together with all outstanding undetermined CIL Bids)
29 June 2022	Member Briefing – s106 and CIL
4 July 2022	Email alert for Bid round 10 - October 2022 – see Communications Strategy
July/August 2022	Publication of valid Bids on Web site and consultation of Valid Bids for 2-week period. Screening of all outstanding valid CIL Bids (including those received in Bid round 9 – May 2022)
August 2022	Prioritisation of all valid undetermined CIL Bids (including those received during Bid round 9 – May 2022)
8 August 2022	Email alert for Bid round 10 – October 2022 – see Communication Strategy
August 2022	Delegated decisions for all outstanding CIL Bids (including those received in Bid round 9 – May 2022)
5 September 2022	Email alert for Bid round 10 - October 2022 – see Communications Strategy
September 2022	Babergh CIL Expenditure Programme to Cabinet (Bid round 9 – May 2022)
September 2022	Mid Suffolk CIL Expenditure Programme to Cabinet (Bid round 9 – May 2022)
September/October /November 2022	Preparation /production of Babergh Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies together with publication of Infrastructure List (with date for publication on the web site)
September/October /November 2022	Preparation /production of Mid Suffolk Infrastructure Funding Statement (IFS) for collection and expenditure of s106 and CIL monies together with publication of Infrastructure List (with date for publication on the web site)
1 October 2022	CIL Expenditure Bid Round 10 opens – October 2022
28 October 2022	Neighbourhood CIL Payments made to Parish/Town Councils by this date
31 October 2022	CIL Expenditure Bid Round 10 closes
November 2022	CIL Expenditure Framework Review 5 commences including consideration by Joint Member Panel
November 2022	Validation of undetermined CIL Bids (including those received in Bid round 10 – October 2022)
December 2022	Publication of valid Bids on Web site and consultation of Valid Bids for 2-week period. Screening of all valid undetermined CIL Bids (including those received in Bid round 10 – October 2022)
Within 2022	Member Briefing - 3 events per year – 29 June 2022 and other precise dates to be advised)
Within 2022	Parish Briefing/ Liaison – 3 events per year - precise dates to be advised)

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

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

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

1. Policy/service/function title	Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) - CIL Expenditure Review – July 2022 One separate report and four separate Appendices for Babergh and four separate Appendices for Mid Suffolk.
2. Lead officer (responsible for the policy/service/function)	Christine Thurlow – Professional Lead – Key Sites and Infrastructure
3. Is this a new or existing policy/service/function?	New - in terms of Review Existing: Existing (see 5 below)
4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?)	<p>The Community Infrastructure Levy (CIL) - CIL Expenditure Framework– April 2018 was presented to both Councils Cabinets in March 2018 and at Council for both Councils in April 2018. It was reviewed and amended and the changes were adopted by both Councils in March 2019. A second and third review of all the documents took place and was adopted by both Councils in April 2020 and March 2021.</p> <p>All the reports recommended approval of changes to the CIL Expenditure Framework, the CIL Expenditure Framework Communication Strategy and the timeline for the launch and review of the Framework, All documents were adopted by both Councils.</p> <p>However, it was also agreed that there would be a fourth review of these documents would take place. This assessment considers the impact of this fourth review</p>

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

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

The adopted CIL Expenditure Framework, CIL Expenditure Communications Strategy and Timeline for its implementation and review were all agreed at Councils of both District Councils in April 2018 and amended through the first review in March 2019 and further amended through the second review in April 2020. A further review took place and the changes were adopted in March 2021. It was agreed at the same time that a fourth review would take place.

This report presents some amendments to the scheme designed by the Joint Member Panel who have also called for a further review whilst Bid round 10 is in operation (October 2022) so that any changes can be in place before Bid round 11 (May 2023) commences.

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

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

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

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

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

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

Authors signature Christine Thurlow

Date of completion 13th June 2022

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

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

Appendix E – Infrastructure List for Babergh.

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

Projects - Current Funding

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

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B02-18	VILLAGE HALL - Monks Eleigh - Hearing Loop	533	£10,750.00	£10,750.00	£0.00	Agreed by Cabinet in September 2018.CIL Bid offer letter issued 25/9/18. Offer accepted. Project complete.
B03-18	OPEN SPACE – Cockfield Mackenzie Community Open Space Project	228	£27,843.51	£19,809.00	£8,034.51 Local Infrastructure Fund	Agreed by Cabinet in September 2018.CIL Bid offer letter issued 25/9/18.Offer accepted Commenced Land exchange and completed on the 19/6/19.Issues with access to site which prevented completion of the project. Will reapply if expiry date is reached before the project is complete. Project not complete but deadline for spend reached so part payment made.
B04-18	OPEN SPACE – Cockfield Glebe Community Open Space Project	539	£21,160.94	£20,356.02	£804.92 Local Infrastructure Fund	Agreed by Cabinet in September 2018.CIL Bid offer letter issued 25/9/18. Offer accepted. Glebe land purchased from Diocese on 19/6/19. Land Registry Project completed

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						under budget and monies returned to the Local Infrastructure Fund.
B06-18	COMMUNITY FACILITY – East Bergholt - Tiered Seating East Bergholt High School	638	£45,000.00	£45,000.00	£0.00	Agreed by Cabinet in March 2019.CIL offer issued 13/3/19.Offer accepted. Project Complete.
B07-18	VILLAGE HALL – Preston St Mary - Kitchen and Toilet Extension	635	£130,091.00	£0.00	£130,091.00 Local Infrastructure Fund	Agreed by Cabinet in March 2019 CIL Bid offer letter Issued 13/03/19. Offer accepted. CIL Bid has expired , and the money has been returned to the Local Infrastructure Fund. New bid approved in Cabinet Reports June 2021.
B09-18	VILLAGE HALL - Cockfield kitchen & electric supply	529	£9,928.76	£9,928.76	£0.00	Noted by Cabinet in September 2018. CIL Bid offer letter issued 25/9/19Offer accepted Work commenced - Phase one of electrical works has begun in the kitchens. Materials & appliances being ordered. Remaining £7,738.64 to be claimed – Project Complete.
B10-18	GREEN ENERGY - Lindsey Electric Vehicle Charging Point	532	£5,534.34	£5,534.34	£0.00	Noted by Cabinet in September 2018.CIL Bid offer letter issued 25/9/19Offer accepted. Project Complete.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B12-18	COMMUNITY FACILITY - Lavenham Community Hub	634	£30,000.00	£30,000.00	£0.00	Agreed by Cabinet in September 2018. CIL Bid offer letter issued 13/3/19. Offer accepted. Project Completed - Building transferred on 20/05/2019
B13-18	GREEN ENERGY - Lavenham Electric Vehicle Charging Point	637	£33,455.99	£28,688.02	£4,767.97 Local Infrastructure Fund	Agreed by Cabinet in March 2019 CIL Bid offer letter issued 13/3/19 Offer accepted. Work commenced on 10 July but was aborted due to large number of tourists in the area. The contractor has applied to Suffolk CC to install traffic lights on Church Street. Expected restart of the works is September 2019. Project complete. Came in under budget.
B14-18	OPEN SPACE - Cockfield Culvert Open Space Project	603	£3,340.00	£2803.50	£536.50 Local Infrastructure Fund	Noted by Cabinet in March 2019. CIL Bid offer letter issued 13/3/19 Offer accepted Started – Offered £3,340 (as per CIL Bid application) Land exchange completed on 19/6/19. Exchange documentation outstanding. Update 28/07/2020, project at 50% completion, hopefully this will be completed by December 2020. Project Complete.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B19-18	SPORTS AND FITNESS – Sudbury Kingfisher Leisure Pool (Strategic Fund)	636	£100,000.00	£100,000.00	£0.00	Agreed by Cabinet in March 2019 .CIL Bid offer letter issued 13/3/19 Offer accepted CIL monies paid towards the project in March 2020. Money transferred to offset expenditure to date – Project Complete for CIL purposes
B19-01	COMMUNITY FACILITY – Long Melford New roof (part-as part of wider programme of Village Hall improvements)	474	£6,808.00	£5,778.00	£1,030.00 Local Infrastructure Fund	Agreed by Cabinet in September 2019. CIL Bid offer letter issued 18/9/19. Offer accepted Works undertaken and project completed and coming under the allocated budget.
B19-02	COMMUNITY FACILITY –Long Melford Village Hall New Car Park Chemist Lane	244	£26,044.16	£21,536.80	£4,507.36 Local Infrastructure Fund	Agreed by Cabinet in September 2019. CIL Bid offer letter issued 18/9/19. Offer accepted. Works undertaken and project completed coming in under allocated budget.
B19-04	COMMUNITY FACILITY – Sudbury Gainsborough House	621	£200,746.00	£0.00		Agreed by Cabinet in September 2019. CIL Bid offer letter issued 18/9/19. Offer accepted. Update 28/07/2020, Project progressing well, working to a six-week delay on handover due to Covid 19. Handover estimated for end of August 2021. To be reopened late 2021- early 2022.

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
						Update Jan 2021 – Work progressing well although there have been some hold ups due to Covid. Handover is due to take place Nov 2021 with opening planned for Spring 2022.
B19-07	COMMUNITY FACILITY – Monks Eleigh Village Hall New car Park	632	£28,765.32	£28,765.32	£0.00	Agreed by Cabinet in September 2019 CIL Bid offer letter issued 18/9/19. Offer accepted – Project complete.
B17-18	COMMUNITY FACILITY – Assington befriending scheme - Building to provide permanent toilets on site, disabled ramps storage	416	£26,800.00	£26,800.00	£0.00	Agreed by Cabinet in September 2019.CIL Bid offer letter issued 18/9/19. Offer accepted. Project underway, first instalment paid over to the scheme. Awaiting further requests for payment Project complete.
B19 -10	COMMUNITY FACILITIES -- East Bergholt Constable Memorial Hall – Village hall improvements	666	£14,333.00	£14,333.00	£0.00	Agreed by Cabinet in March 2020. CIL Bid offer letter issued 19/3/20 Offer accepted. Project Complete.
B19 -15	COMMUNITY FACILITY – Lavenham – Car Park Water Street	667	£190,000.00	£0.00		Agreed by Cabinet in March 2020. CIL Bid offer letter issued 17/3/20. Offer accepted. 03/08/2020 Update – Work ongoing in relation to this bid, timescale being affected by Covid 19 restrictions. Update Jan 2021 – Site

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

Bid Ref	Project	Project Ref (Exacom)	Amount of CIL Funding Allocated	Project Spend	Unspent Funds Returned	Project Spend
B19 -14	COMMUNITY FACILITY – Sudbury – St Peters	675	£75,288.00	£0.00		Agreed by Cabinet in June 2020. CIL Bid offer letter issued 9/6/20. Offer accepted 26/06/2020 Update June 2021 Main contractors due on site in September, enabling work to be undertaken in August 2021.
B20-01	HEALTH – Hadleigh Health Centre	684	£3,526	£3,526.00	£0.00	Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted. Project Complete.
B20-02	COMMUNITY FACILITY – Holbrook Village Hall	683	£9,900	£9,900.00	£0.00	Agreed by Cabinet in September 2020. Bid offer letter issued. Offer accepted Project Complete.
B19-18 Page 111	OPEN SPACE AND RECREATION FACILITY – Chattisham and Hintlesham – Improved surface for play area and new adult fitness equipment	700	£9,920.83	£9,920.83	£0.00	Agreed by delegated decision in September 2020. Bid offer letter issued. Offer accepted. Cabinet to note decision in December 2020. Update Jan 2021 - Delegated decision noted at December 2020 Cabinet. Work has started but is now delayed due to the current lockdown. Project completion now estimated for June 2021. Project Complete.
B20-04	COMMUNITY FACILITY - Lavenham Tenter Piece Sheltered Accommodation	715	£36,054.00	£20,625.00		Agreed by Cabinet in December 2020. Bid offer letter issued. Offer accepted. Project started and first stage payment made.
B20-05	COMMUNITY FACILITY - Lavenham Prentice Street Car Park	716	£109,000.00	£91,496.76		Agreed by Cabinet in December 2020. Bid offer letter issued. Offer accepted. Costs for Car Park works paid out, EV charger part of bid as yet to be completed

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

Infrastructure List for Babergh

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

EDUCATION

Early Years Settings Expansions

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

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

New Early Years Settings

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

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
	needed with land allocation of 0.1ha (JLP policy LA042)					committed growth and from JLP growth.						
IDP019	1 new Pre School setting for 60 places needed [0.1ha of land to be allocated for the new setting, JLP policy LA028].	Hadleigh	Essential	Suffolk County Council	£1,230,480	Developer contributions from committed growth and from JLP growth. £217,950 SCC ask for s106 build cost contribution planning application DC/17/03902	£217,950	£1,192,516	s106	£0	None	Short-medium term
IDP020	2 new Pre School settings for 60 places each on Wolsey Grange 2 - (land north of A1071). A 60-place setting is already planned as part of new Primary School. [0.1ha land allocation needed]	Sproughton	Essential	Suffolk County Council	£2,460,960	Developer contributions from committed growth and from JLP growth. s106 secured for Wolsey Grange planning permission B/15/00993 £276,924	£276,924	£1,857,076	s106	£326,960	Suffolk County Council, s106 from future development	Short-medium term

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP023	New Pre School setting for 60 places at the new primary school for Chilton Woods.	Sudbury	Essential	Suffolk County Council	£1,230,480	Developer contributions from committed growth and from JLP growth. s106 secured for a new setting from PP: B/15/01718 (£1,000,000); DC/17/04052 (LA041) (£124,995)	£1,124,995	£0	s106	£105,4850	Suffolk County Council, s106 from future development	Short-medium term

Primary School Expansions

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP026	Primary School expansion from 56 to 70	Bentley	Essential	Suffolk County Council	£241,752	Developer contributions from committed growth and from JLP growth	TBC	£86,340	CIL	TBC	Suffolk County Council, CIL from future development	Short term
IDP028	Primary School expansion from 210 to 315	Brantham	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and	£998,842	£302,190	CIL	£512,108	Suffolk County Council, CIL from future	Short term

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
						from JLP growth					development	
IDP029	Primary School expansion from 315 to 420	Capel St Mary	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	£2,831,952	CIL	£0	None	Short term
IDP030	Primary School expansion from 70 to 105	Copdock	Essential	Suffolk County Council	£604,380	Developer contributions from committed growth and from JLP growth	TBC	£60,438	CIL	TBC	Suffolk County Council, CIL from future development	Medium term
IDP034	Primary School expansion from 315 to 420	Great Cornard (Pot Kiln Primary School)	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	£1,113,786	CIL	TBC	Suffolk County Council, CIL from future development	Short to medium term
IDP035	Primary School expansion from 420 to 525	Great Cornard (Wells Hall Primary)	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	£1,277,832	CIL	TBC	Suffolk County Council, CIL from future development	Short to medium term
IDP036	Primary School expansion from 140 to 210	Hadleigh - Beaumont CP School	Essential	Suffolk County Council	£1,208,760	Developer contributions from committed growth and from JLP growth	TBC	£2,749,929 (for Hadleigh as a whole)	CIL	TBC	Suffolk County Council, CIL from future development	Short term

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP037	Primary School expansion from 210 to 315 (St Mary's CE) OR from 546 to 630 (Hadleigh CP)	Hadleigh - St Mary's Church of England Primary School OR Hadleigh Community Primary School	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	See above for project IDP036.	CIL	TBC	Suffolk County Council, CIL from future development	Short term
IDP191	Primary School expansion from 210 to 315	Long Melford	Essential	Suffolk County Council	£1,813,140	Developer contributions from committed growth and from JLP growth	TBC	£647,550	CIL	TBC	Suffolk County Council, CIL from future development	Medium term
IDP041	Primary School expansion from 196 to 315	Shotley	Essential	Suffolk County Council	£2,054,892	Developer contributions from committed growth and from JLP growth	£437,000	£215,850	CIL	£1,402,042	Suffolk County Council, CIL from future development	Short term
IDP042	Primary School expansion from 105 to 140	Sproughton	Essential	Suffolk County Council	£604,380	Developer contributions from committed growth and from JLP growth	£0	£539,625	CIL	£64,755	Suffolk County Council, CIL from future development	Short to medium term

New Primary Schools

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

Secondary School Expansions

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP053	Secondary School expansion from 930 to 1500	East Bergholt	Essential	Suffolk County Council	£13,551,750	Developer contributions from committed growth and from JLP growth	£422,165	£5,482,680	CIL	£7,646,905	Suffolk County Council, CIL from future development	Medium term
IDP055	Secondary School expansion from 870 to 1200	Hadleigh	Essential	Suffolk County Council	£8,559,000	Developer contributions from committed growth and	TBC	£3,453,960	CIL	TBC	Suffolk County Council, CIL from future development	Medium term

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
						from JLP growth						
IDP056	Secondary School expansion from 600 to 800	Holbrook	Essential	Suffolk County Council	£4,755,000	Developer contributions from committed growth and from JLP growth	TBC	£727,600	CIL (£237,750 in CIL funding agreed in June 2021 for extension to create 10 extra spaces).	TBC	Suffolk County Council, CIL from future development	Medium term
IDP057	Chantry Academy - Secondary School expansion from 900 to 1200	Ipswich	Essential	Suffolk County Council	£7,132,500	Developer contributions from committed growth and from JLP growth	TBC	£4,442,640	CIL	TBC	Suffolk County Council, CIL from future development	Medium term
IDP061	Secondary School expansion of Ormiston from 1132 to 1500	Sudbury	Essential	Suffolk County Council	£8,749,200	Developer contributions from committed growth and from JLP growth	TBC	£1,883,200 (from 440 dwellings) and £2,782,000 (from 650 dwellings)	CIL	TBC	Suffolk County Council, CIL from future development	Medium to long term

HEALTH

Primary Care

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP064	Mitigation may be required towards the expansion of the practice.	Bildeston - Bildeston Health Centre	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£52,989	CIL	unknown	unknown	Long term
IDP066	Mitigation will be sought as a feasibility study has been undertaken looking at both Constable Country Medical Practice and Capel St Mary Surgery. The outcome of the feasibility study is yet to be determine for a viable solution.	Capel St. Mary - The Surgery, Capel St. Mary and East Bergholt - Constable Country Rural Medical Practice, East Bergholt	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£547,750	CIL	unknown	unknown	Short term

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP069	Mitigation will be requested for the cumulative growth in the area as it will put significant pressure on the local practice. Work has been undertaken during 2020-21 to broaden the services provided in the local community by the practice and this scheme was funded through CIL	Hadleigh and Boxford - Hadleigh Practice, including branch practice in Boxford	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£426,220	CIL (£3,526 in CIL funding agreed in September 2020 for a Clinical Room).	unknown	unknown	Short-medium term
IDP070	Mitigation may be sought from planning applications submitted to facilitate the initial plans for expansion works at The Surgery, Shotley. Mitigation may also be sought for Holbrook	Holbrook - The Holbrook and Shotley Practice	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£66,813	CIL	unknown	unknown	Short term

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
	and Shotley Practice.											
IDP071	Mitigation will be requested to cover the growth in the areas closest to these surgeries. The feasibility study and option appraisal have been completed and preferred location selected for a new health hub in which Hawthorn Drive is a key stakeholder. Hawthorn Drive practice expansion - Phase 1 porta cabin project complete during spring 2021. Phase 2 expansion	Ipswich Fringe (including Claydon, Sproughton) The Chesterfield Drive Practice Took new surgery, planned to be in operation by 2021. Hawthorn Drive (206 Hawthorn Drive, Ipswich IP2 0QQ) and Pinewood Surgery	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth. Existing funding source for the new Toaks GP Surgery, Whitton.	unknown	£1,667,441	CIL/s106	unknown	unknown	Short term

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
	currently at business case (summer 2021).	(Branch of Derby Road Practice) The Barham & Claydon Surgery										
IDP072	Mitigation will be requested for the cumulative growth in the areas of Long Melford and Lavenham as increasing capacity will be required to cover the expected population growth.	Lavenham - Lavenham (Branch of Long Melford)	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£11,519	CIL	unknown	unknown	Medium term
IDP073	Mitigation will be requested for the cumulative growth in the areas of Long Melford and Lavenham as increasing capacity will be required to cover the expected	Long Melford - The Long Melford Practice	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£223,477	CIL	unknown	unknown	Short term

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Funding Sources	Identified Funding	Use of agreed cost multipliers	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
	population growth.											
IDP074	Mitigation would be sought for cumulative growth in the vicinity of this practice.	Manningtree - Riverside Health Centre (North East Essex CCG)	Essential	North East Essex CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£40,318	CIL	unknown	unknown	Short-medium term
IDP080	Mitigation will be requested to create additional capacity within the practice. Options are currently being explored as to how this would be developed across the affected surgeries.	Sudbury, Great Cornard and Bures area Including: Siam Surgery (Sudbury Community Health Centre) and Hardwick House (which includes: Stour Street and Meadow Lane	Essential	Ipswich & East Suffolk CCG and West Suffolk CCG	unknown	NHS funds and developer contributions from committed growth and from JLP growth	unknown	£419,884	CIL/s106	unknown	unknown	Short term

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

TRANSPORT

Strategic Highways Improvements

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area (Stress Point)	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Potential Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP082	Junction improvements	A14 Junction 58 Seven Hills	Essential	Highways England	£5m	Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk	Unknown	Unknown Contributions may be required from future development in Babergh/Mid Suffolk.	s278 / s106	Unknown	Unknown	Unknown
IDP083	Junction improvements	A14 Junction 57 Nacton	Essential/Desirable	Highways England	£5-10m	Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk	Unknown	Unknown	s278/s106	Unknown	Unknown	Unknown
IDP084	Junction improvements	A14 Junction 56 Wherstead	Essential	Highways England	£6.7m	Developer contributions from development within the area. Approved scheme of DC/19/0279 8 and DC/19/0509 3 includes proposed	£3-6m	Unknown Contributions may be required from future development in Babergh/Mid Suffolk.	s278 / s106	TBC	Unknown	Unknown

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area (Stress Point)	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Potential Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
						junction improvements.						
IDP085	Junction improvements	A14 Junction 55 Copdock Interchange	Critical	Highways England	£65-100m	Mitigation to be dealt with through national intervention. <u>Currently identified for consideration in the Roads Investment Strategy 3 (RIS3), 2025-2030.</u>	TBC	N/A	N/A	Unknown	RIS and other governmental funding	Position to be reviewed at B&MSDC JLP Plan Review stage.
IDP086	Further investigation required by SCC and Highways England regarding mitigation scheme. Potential mitigation schemes to discourage junction hopping to also be investigated.	A14 Junction 54 Sproughton	Essential /Desirable	Highways England	Unknown	Further investigation required by SCC and Highways England regarding mitigation scheme.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area (Stress Point)	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Potential Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP090	Mitigation through proposed Joint Local Plan site allocation LA055 and other sites within the area.	A12 Junction 32 A Capel St Mary	Critical	Suffolk County Council / Highways England	£5-10m	Developer contributions from committed growth and from JLP growth	Unknown	Unknown	s278 / s106	Unknown	Unknown	Unknown
IDP091	Mitigation measures identified under current applications (Wolsey Grange proposals) in this area: - Footways improvements in Sproughton - Zebra crossing in Sproughton - Junction improvements A1071, - Improved pedestrian links between Sproughton and Bramford.	A1071 / B1113 AND A1071 / Hadleigh Road AND B1113 Burstall Lane / Lower Street (Sproughton)	Critical	Suffolk County Council	£500,000 per junction £1.2-£1.5m corridor	Developer contributions from committed growth and from JLP growth	Unknown	£1.2-£1.5m	s278 / s106	Unknown	Unknown	Unknown
IDP092	Mitigation potentially introducing signalised	A1071 / A134 Assington Road	Essential	Suffolk County Council	£300,000	Developer contributions from committed	Unknown	Unknown	s278 / s106	Unknown	Unknown	Unknown

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area (Stress Point)	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Potential Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
	junction and speed limit. Issue of cumulative growth impacting the area.	(Near Newton)				growth and from JLP growth. Issue of cumulative growth impacting the area (from Sudbury, Hadleigh, Boxford, Newton, Assington, Leavenheath , Nayland, Colchester).						
IDP093	Reducing demand via modal shift. Pedestrian/Cycle bridge at Sugar Beet/Elton Park could be considered.	B1067 Bramford Road / Sproughton Road	Essential	Suffolk County Council	£1.5m	Further investigation required by SCC regarding mitigation scheme.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
IDP094	Need to monitor the outcomes of the Wolsey Grange phase 1 improvements.	A1214 / Scrivener Drive Roundabout	Critical	Suffolk County Council	Unknown	Further investigation required by SCC regarding mitigation scheme.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown

IDP Project Unique Reference	Anticipated mitigation / Infrastructure Project	Settlement / Area (Stress Point)	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated project cost where known/ unknown	Potential Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP095	ISPA Transport Mitigation Strategy - Package of mitigation measures to deliver modal shift and mitigate impacts on the wider Ipswich highways network.	Ipswich town centre (Crown Street, Star Lane) and Ipswich Northern Ring Road (A1214)	Critical	Suffolk County Council	TBC - £3,621,800 (Babergh) and £3,363,100 (Mid Suffolk) (Further investigation required by SCC regarding mitigation scheme)	Developer contributions from development within East Suffolk, Ipswich, Babergh and Mid Suffolk	Unknown	Unknown	s278 / s106 / CIL / other forms of funding	Unknown	Unknown	Unknown
IDP097	Pedestrian and cycle link	Capel St Mary – Copdock – Wolsey Grange, Ipswich (Phase 1: Copdock to Wolsey Grange; Phase 2 Capel St Mary to Copdock)	Essential	Suffolk County Council	Circa £1.3m (from Park & Ride to Capel St Mary) Further investigation and detail costings required by SCC.	Developer contributions from committed growth and from JLP growth.	Unknown	Unknown	s278 / s106	Unknown	Local Travel Plans, DfT, SCC	Medium

WALKING AND CYCLING INFRASTRUCTURE – Community projects

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

POLICE

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

COMMUNITY INFRASTRUCTURE - Libraries

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

IDP Project Unique Reference	Anticipated mitigation / Project	Settlements where preferred sites are located	Priority (Critical, Essential, Desirable)	Lead Provider	Project cost where known/ unknown	Funding Sources	Identified Funding	Agreed cost multiplier	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP146	Additional provision for libraries	Copdock & Washbrook	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP150	Additional provision for libraries	Hadleigh	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP152	Additional provision for libraries	Holbrook	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP153	Additional provision for libraries	Lavenham	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP154	Additional provision for libraries	Long Melford	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP157	Additional provision for libraries	Shotley	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term
IDP158	Additional provision for libraries	Sproughton	Desirable	Suffolk County Council	unknown	SCC and developer contributions from committed growth and from JLP growth	unknown	£216 / dwelling	CIL	unknown	unknown	Medium - long term

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

COMMUNITY INFRASTRUCTURE - Strategic Leisure Centres

IDP Project Unique Reference	Settlement	Leisure / Community Centre	Project description	Priority (Critical, Essential, Desirable)	Lead Provider	Project cost where known/ unknown	Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP167	Hadleigh	Hadleigh Pool and Leisure Centre	Replacement of swimming pool and other improvements.	n/a – current project	Babergh District Council	£2.4m	Capital Investment by B&MSDC, CIL and other funds	£2,160,000 (B&MSDC)	N/A	N/A	N/A	N/A	Completed – April 2021
IDP170	Sudbury	Kingfisher Leisure Centre	Improve and expand swimming, health and fitness facilities.	n/a – current project	Babergh District Council	£2.5m	Capital Investment by B&MSDC and CIL funding	£2,356,000 Capital Investment by B&MSDC and £100,000 from CIL funding.	N/A	N/A	N/A	N/A	Completed – Spring 2021

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

IDP Project Unique Reference	Settlement	Secondary School	Project description, and evidence source	Priority (Critical, Essential, Desirable)	Lead Provider	Project cost where known/unknown	Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP173	East Bergholt	East Bergholt High School	To extend sports and recreation facilities available for community use. (Current CIL bid of £40,000) to provide tiered seating in main auditorium), subject to Community Use Agreement being put in place. Abbeycroft Leisure currently manage site outside school hours.	Desirable	South Suffolk Learning Trust	£500,000	Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc.	Unknown	Unknown	Unknown	Unknown	Unknown	Medium, Long Term
IDP175	Great Cornard	Thomas Gainsborough High School	To extend sports and recreation facilities available for community use.	Desirable	Unity Schools Partnership	Unknown	Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown

IDP Project Unique Reference	Settlement	Secondary School	Project description, and evidence source	Priority (Critical, Essential, Desirable)	Lead Provider	Project cost where known/unknown	Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
							direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc.						
IDP176	Hadleigh	Hadleigh High School	To extend sports and recreation facilities available for community use.	Desirable	South Suffolk Learning Trust	Unknown	Developer Contributions from potential JLP site allocations (CIL or s106). Other funding may include direct capital contribution from the District Councils, central government funding (Sport England), National Lottery grants, etc.	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
IDP177	Holbrook	Holbrook Academy	To extend sports and recreation facilities available for	Desirable	Holbrook Academy	£100,000	Developer Contributions from potential JLP site allocations	Unknown	Unknown	Unknown	Unknown	Unknown	Medium, Long Term

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

COMMUNITY INFRASTRUCTURE – COMMUNITY PROJECTS

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

WASTE

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

GREEN INFRASTRUCTURE AND OPEN SPACE

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

WASTE – Babergh District Council Depots

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated Cost	Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP188	Fuel tank for Waste Fleet HVO Biodiesel, above ground storage tank, Chilton Depot	Chilton	Desirable	BDC	£50,000	Developer contributions	unknown	£50,000	CIL (CIL bid agreed 11/03/2021 for £50,000)	£0	N/A	Short Term

COMMUNITY INFRASTRUCTURE – Community Safety

IDP Project Unique Reference	Anticipated mitigation / Project	Settlement / Area	Priority (Critical, Essential, Desirable)	Lead Provider	Estimated Cost	Funding Sources	Identified Funding	Estimated Developer Contribution	Type of Developer Contribution	Potential Funding Gap	Potential Funding Sources to Fill Gap	Timescale (Short, Medium, Long Term)
IDP189	CCTV Hadleigh and Sudbury	Hadleigh and Sudbury	Desirable	BDC	£183,000	Developer contributions	unknown	£183,000	CIL (CIL bid agreed December 2020 for £183,000)	£0	N/A	Short Term

Agenda Item 9

BABERGH DISTRICT COUNCIL

TO: BDC COUNCIL	REPORT NUMBER: BC/22/20
FROM: Councillor Jane Gould, Cabinet Member for Climate Change, Biodiversity and Sustainable Travel	DATE OF MEETING: 6 October 2022
OFFICER: Fiona Duhamel, Director for Economic Growth and Climate Change	KEY DECISION REF NO. N/A

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

1. PURPOSE OF REPORT

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

2. RECOMMENDATION

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

3. KEY INFORMATION

- 3.1 Babergh, along with Mid Suffolk, District Council have been working to consolidate and refine their aims and ambitions around active and sustainable travel across the districts. This is summarised, in an accessible public-facing format, in the councils' Sustainable Travel Vision which sets out our key values around active and sustainable travel and how we will work to achieve them.
- 3.2 The Sustainable Travel Vision includes input from members, given during interactive all-member workshops delivered in 2021.
- 3.3 Alongside this, and specifically related to active travel, the councils have published a Local Cycling and Walking Infrastructure Plan (LCWIP).

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

4. FINANCIAL IMPLICATIONS

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

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

5. LEGAL IMPLICATIONS

There are no expected legal implications.

6. RISK MANAGEMENT

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

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

7. CONSULTATIONS

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

8. EQUALITY ANALYSIS

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

9. ENVIRONMENTAL IMPLICATIONS

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

10. BACKGROUND DOCUMENTS

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

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

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

Agenda Item 10

BABERGH DISTRICT COUNCIL

To: COUNCIL	REPORT NUMBER: BC/22/21
FROM: Monitoring Officer	DATE OF MEETING: 6 October 2022

LOCALISM ACT 2011 – APPOINTMENT OF INDEPENDENT PERSONS

1. PURPOSE OF REPORT

- 1.1 The Localism Act 2011 places a duty on local authorities to promote and maintain high standards of conduct for elected and co-opted Members. This includes the requirement to have a Code of Conduct with which Members must comply. The Act also requires that authorities adopt arrangements for dealing with complaints about potential breaches of the Code of Conduct by Members. This must include provision for the appointment of at least one Independent Person.
- 1.2 The purpose of the report is to appoint the Council's Independent Persons pursuant to section 28(7) of the Localism Act.

2. RECOMMENDATION

- 2.1 That the individuals listed in Appendix A of this report be appointed as the Council's Independent Persons pursuant to section 28(7) of the Localism Act 2011 for a term of two years with an option to extend the appointment for a further two years.

3. KEY INFORMATION

- 3.1 The Localism Act requires Councils to appoint at least one independent person whose views should be obtained and taken into account before determining whether a breach of the code of conduct has occurred. Since 2012, Babergh District Council, Mid Suffolk District Council, Ipswich Borough Council and Suffolk County Council have jointly recruited and appointment Independent Persons. West Suffolk Council has now also joined this consortium, which undertakes a joint recruitment process with each sovereign council then appointing the Independent Persons individually. The current Independent Persons' appointments terminate in October 2022.
- 3.2 The intention is that a 'pool' of Independent Persons will be appointed, so that each of the five authorities involved can then call on a number of different people to carry out the role, providing resilience, flexibility and timely response.
- 3.3 The Localism Act requires that the appointment of the independent persons must be agreed by the Council. The appointment is recommended for a period of two years, with an option to renew for a further two years.
- 3.4 The position of Independent Person was advertised from 18 July to 24 August 2022. There were twenty applications received and eight candidates were selected for interview. Following an interview process on 7 September 2022, the individuals whose profiles appear at Appendix A are recommended for appointment by Babergh District Council.

4. LINKS TO JOINT STRATEGIC PLAN

4.1 Strong and effective governance underpins all the key priorities contained within the Joint Strategic Plan.

5. FINANCIAL IMPLICATIONS

5.1 Each Independent Person receives an annual allowance of £300. The cost of the allowances is split equally between the five recruiting Councils. The Council can also pay a discretionary fee of £50 to an Independent Person dealing with a complex or lengthy complaint. The recruitment advertising costs will be shared equally among the five Councils.

6. LEGAL IMPLICATIONS

6.1 Section 28 (7) of the Localism Act 2011 requires the Council to appoint at least one Independent Person.

7. RISK MANAGEMENT

7.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Complaints cannot be processed which would be a breach of the Localism Act 2011.	1 – Highly Unlikely	3 – Bad	A pool of independent persons is appointment to ensure sufficient resources to deal with complaints and avoid any conflicts of interests

8. CONSULTATIONS

8.1 There is no requirement to formally consult on this decision.

9. EQUALITY ANALYSIS

9.1 The recruitment to these roles was led by Suffolk County Council, using established recruitment processes which have full regard to equality and diversity policies.

9.2 There is no requirement for a further equality impact assessment in relation to this report.

10. ENVIRONMENTAL IMPLICATIONS

10.1 There are no environmental implications associated with this report.

11. APPENDICES

Title	Location
A - Profiles of Independent Persons	Attached

Tracy Colman

Tracy is currently self employed as an Independent Person for Norfolk County Council, and an administration and finance partner for her husbands business. In addition, Tracy is Chair of Governors at one of her local Academy schools and is a Governor at another. Tracy has extensive experience of governance and misconduct practices and procedures from her long career within business and finance, primarily as an educational leader. Throughout her career Tracy has demonstrated high levels of integrity and impartiality. Tracy enjoys a wide range of outdoor pursuits in her spare time and currently resides in Norfolk.

Josie Finch

Josie currently works for New Anglia Local Enterprise Partnership, supporting schools and businesses to create links, improve careers education and increase students understanding and awareness of the fast-changing world of work. Josie has a passion for young people, community, and equality, diversity and inclusion which can be seen as a theme through their career and volunteering. Josie sits as the Chair for Stone Lodge Academy, a special school in Ipswich for students with complex moderate learning difficulties and on the local board for the charity Career Ready. In any free time, Josie can be found either drumming, board gaming or spending time with their chickens or cats in her back garden overlooking allotments in Ipswich.

Rebecca Preedy

Rebecca retired from a thirty year policing career within Suffolk Constabulary in September 2021. During her varied career her roles included response policing, community policing and C.I.D. The majority of Rebecca's career was spent as a police inspector, working closely with Local Authorities across Suffolk within the community safety environment. She recognises the need for high standards within public sector roles and has experience of dealing with grievances and complaints procedures both within the police service and within a previous role as a school governor. Rebecca lives in Hadleigh.

Susan Putters

Susan is a self-employed management consultant specialising in Human Resources, Mergers & Acquisitions and Governance issues. Her career has largely been at senior executive level within listed companies in the Scientific and Engineering sectors with several years as a Trustee for Health related charities. Susan has completed a B.Bus in Strategic Human Resources Management, a Masters in Occupational Health & Safety and the Company Directors Course. As an HR practitioner and Manager she has extensive experience of dealing with grievances and disciplinary procedures at all levels of an organisation, and recognises the need for high ethical standards for persons working in a leadership or public facing role. Susan lives in Capel St. Mary.

Suzanne Williams

Suzanne is currently appointed as a Non Legal Member to the Employment Tribunal Service. Her career has largely been within Local Government, both in England and Wales. She has also held the position of Treasurer/Trustee in a local charity and currently volunteers with another. Suzanne has experience of dealing with grievances and disciplinary procedures and policy development and interpretation, she recognises the need for high standards of propriety, integrity and fairness. Suzanne lives in Bramford.

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Agenda Item 11

BABERGH DISTRICT COUNCIL

TO: BDC Council	REPORT NUMBER: BC/22/22
FROM: Chief Executive	DATE OF MEETING: 6 October 2022
OFFICER: Arthur Charvonja, Chief Executive	KEY DECISION REF NO. N/A

APPOINTMENT OF MONITORING OFFICER

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to approve the appointment of a Monitoring Officer for Babergh and Mid Suffolk District Councils as required by S.5 of the Local Government and Housing Act 1989.

2. OPTIONS CONSIDERED

- 2.1 This is a statutory requirement, therefore there are no other options available.

3. RECOMMENDATION

- 3.1 That Jodie Townsend, the interim Director for Law, Governance and Regulatory Services be appointed as the Council's Monitoring Officer from 10 October 2022.

4. KEY INFORMATION

- 4.1 The role of the Monitoring Officer is incorporated in the job profile of the Director – Law, Governance and Regulatory Services and, under the shared working agreement between Babergh and Mid Suffolk District Councils, is a joint appointment by both Councils.
- 4.2 The current postholder has resigned from the Councils to take up employment with another local authority and therefore the role of Monitoring Officer will become vacant on 10 October 2022. In order to comply with the statutory requirements of the Local Government and Housing Act 1989, the Councils must designate an officer of the Council to act as the Monitoring Officer.
- 4.3 Due to the lead times for recruitment, it has not been possible to appoint a permanent replacement for the role. Therefore, the Chief Executive and other Senior Officers have worked with specialist recruitment agencies to source an interim appointment.

5. LINKS TO CORPORATE PLAN

- 5.1 The Monitoring Officer is responsible for ensuring that the Councils operate within a robust and effective governance framework and that the highest standards of ethical conduct are maintained. This underpins the delivery of all of the Councils' strategic priorities as set out in the corporate plan.

6. FINANCIAL IMPLICATIONS

- 6.1 The Monitoring Officer post is incorporated in the role of Director for Law, Governance and Regulatory Service. This post is part of the staff establishment and is included in the base budget.

7. LEGAL IMPLICATIONS

- 7.1 Section 5(1)(a) of the Local Government and Housing Act 1989 requires that every authority must “designate one of their officers (to be known as “the monitoring officer”) as the officer responsible for performing the duties imposed by this section”. The Head of Paid Service and s.151 Officer may not be designated as the Monitoring Officer.

8. RISK MANAGEMENT

- 8.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
The Councils do not have a designated Monitoring Officer in place and do not comply with S.5 of the LGHA 1989	Low	High	An interim appointment is being sought to cover the period until a permanent MO is appointed.

9. CONSULTATIONS

- 9.1 No formal consultation is needed for this decision.

10. EQUALITY ANALYSIS

- 10.1 A full Equality Impact Assessment is not required for this report. The recruitment of the proposed appointee has been conducted in accordance with our equalities policy.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 There are no environmental impacts associated with this report.

12. APPENDICES

None

13. BACKGROUND DOCUMENTS

None

14. REPORT AUTHORS

Arthur Charvonia – Chief Executive

Agenda Item 12

BABERGH DISTRICT COUNCIL

TO: BDC COUNCIL	REPORT NUMBER: BC/22/23
FROM: Chief Executive	DATE OF MEETING: 6 October 2022
OFFICER: Janice Robinson, Deputy Monitoring Officer	

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

1. PURPOSE OF REPORT

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

2. RECOMMENDATION

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

REASON FOR DECISION

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

3. KEY INFORMATION

- 3.1 Detailed in Appendix A.

4. LINKS TO THE CORPORATE PLAN

- 4.1 N/A

5. FINANCIAL IMPLICATIONS

Detailed in Appendix A.

6. LEGAL IMPLICATIONS

6.1 To comply with the Councils Constitution.

7. RISK MANAGEMENT

7.1 Key risks are set out below:

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

8. CONSULTATIONS

8.1 N/A

9. EQUALITY ANALYSIS

9.1 N/A

10. ENVIRONMENTAL IMPLICATIONS

10.1 N/A

11. APPENDICES

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

12. BACKGROUND DOCUMENTS

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

BABERGH DISTRICT COUNCIL

POWER TO ACT OUT OF COUNCIL MEETING – GENERAL POWER

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

SERIAL NO: BDC - 0021

SUBJECT MATTER:

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

MEETING TO WHICH MATTER RELATES:

Full Council

REASON FOR ACTION BEING TAKEN OUT OF MEETING:

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

BACKGROUND:

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

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

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

FINANCIAL IMPLICATIONS:

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

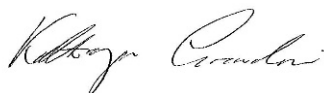
ACTION AUTHORISED:

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

Report prepared by the Monitoring Officer, 16 June 2022.

DATE ACTION AUTHORISED:

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



Signed:
Chair of Babergh District Council

Dated: 22 June 2022

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



Signed:
Chief Executive

Dated: 22 June 2022

Details reported to Council for noting.

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

Re: Sewage discharges and Local Planning Authorities

OPINION

Introduction

1. I am asked to advise the Environmental Law Foundation on the extent to which Local Planning Authorities (“LPAs”) are entitled to independently assess the likely cumulative impacts on the sewerage network of new proposed developments, and in particular the extent to which they can take a contrary view to the relevant sewerage undertaker.
2. In summary, case law and policy are both eminently clear that there is nothing in law or planning policy requiring LPAs to defer to sewerage undertakers. LPAs are perfectly entitled to form their own view of likely cumulative impacts on the sewerage system based on the available evidence. Indeed, the revised National Planning Policy Framework (July 2021) (“NPPF”) explicitly allows for this.

Factual background

3. This advice is requested in the context of significant sewage spill incidents throughout England and Wales. A number of LPAs are considering the extent to which they can take into account cumulative sewage impacts for the purposes of granting planning permission.

Applicable policy

4. Paragraph 188 of the revised NPPF notes that:

“The focus of planning policies and decisions should be on whether proposed development is an acceptable use of land, rather than the control of processes or emissions (where these are subject to separate pollution control regimes). Planning decisions should assume that these regimes will operate effectively. Equally, where a planning decision has been made on a particular development, the planning issues should not be revisited through the permitting regimes operated by pollution control authorities.”

5. Paragraph 188 is not however the only provision of the NPPF that deals with pollution, and would be a mistake to consider this provision in a vacuum. In particular, paragraph 188 is qualified by the following provisions of the NPPF:

(i) Paragraph 174 notes that planning decisions should contribute to and enhance the natural and local environment by, *inter alia*, “preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability” and “wherever possible, help[ing] to improve local environmental conditions such as air and water quality, taking into account relevant information such as river basin management plans” (emphasis added);

(ii) Paragraph 185 notes that:

“Planning policies and decisions should also ensure that new development is appropriate for its location taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, as well as the potential sensitivity of the site or the wider area to impacts that could arise from the development”;

(iii) Paragraph 186 provides that “*Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas*” (emphasis added).

6. Planning Practice Guidance on Waste also notes the following (emphasis added):

“What is the relationship between planning and other regulatory regimes?

The planning system controls the development and use of land in the public interest. This includes consideration of the impacts on the local environment and amenity taking into account the criteria set out in Appendix B to National planning policy for waste.

There exist a number of issues which are covered by other regulatory regimes and waste planning authorities should assume that these regimes will operate effectively. The focus of the planning system should be on whether the development itself is an acceptable use of the land and the impacts of those uses, rather than any control processes, health and safety issues or emissions themselves where these are subject to approval under other regimes. However, before granting planning permission they will need to be satisfied that these issues can or will be adequately addressed by taking the advice from the relevant regulatory body.

Legal principles

7. The leading case on the overlap between planning and pollution control is *Gateshead MBC v Secretary of State for the Environment* [1995] J.P.L. 432. In this case, the Court of Appeal upheld a decision by the Secretary of State to grant planning permission for an incinerator on the basis that the pollution regulator would determine appropriate limits for emissions and that there would be no unacceptable environmental impact as a result.
8. However, what the Court of Appeal did *not* say was that the Secretary of State would *not* have been entitled to consider emissions at all, in light of an overlapping regulatory regime. Glidewell LJ noted at 43 (emphasis added):

“Mr Mole submits, and I agree, that the extent to which discharges from a proposed plan will necessarily or probably pollute the atmosphere and/or create an unacceptable risk of harm to human beings, animals or other organisms, is a material consideration to be taken into account when deciding to grant planning permission.”

9. The approach in these cases has subsequently followed in a number of other cases, including *R v Bolton MBC, Ex p. Kirkman* [1998] Env. L.R. 719, *R (Bailey) v Secretary of State for Business, Enterprise and Regulatory Reform* [2008] EWHC 1257 (Admin), and *Hopkins Developments v First Secretary of State* [2006] EWHC 2823 (Admin).
10. It is important to note that in each of these cases, it was held that while a planning authority was entitled to rely on overlapping pollution controls, it is not *required* to do so and could make its own assessment. Thus in *Hopkins*, a site promotor unsuccessfully challenged the refusal of permission for a concrete batching plant, on the basis that the necessary environmental permit would have ensured that the plant was operated in a way which led to no significant pollution. The High Court dismissed the appeal, because:

“...in appropriate cases planning authorities can leave pollution control to pollution control authorities, but they are not obliged as a matter of law to do so” [11] (emphasis added).

11. The judge explained in more detail at [14]-[15] (emphasis added):

“The alternative way in which Mr Wadsley puts his case in relation to dust is to say that, in view of the existence of the pollution control regime, the conclusion that dust would cause serious harm to the amenities was *Wednesbury* unreasonable. Under the 2000

Regulations the council in issuing a permit would have to impose conditions to ensure that the plant was operated in such a way that no significant pollution was caused; and pollution includes emissions which impair or interfere with amenities. It was therefore not open to the inspector to conclude, assuming, as he had to assume, that the pollution control regime would be properly applied and enforced, that dust emissions from the plant would or might seriously impair the amenities of the area.

15. This is an argument that is superficially attractive. But it is dependent on the underlying assumption that, in relation to the likely impact of pollutants to which the 2000 Regulations apply, primacy must be accorded to the judgment of the regulator above that of the planning authority. I can see no basis for such an assumption..."

12. *Hopkins* was followed in *Harrison v Secretary of State for Communities and Local Government* [2009] EWHC 3382 (Admin), where it was held that a planning decision-maker was entitled to reach its own view on the effects of a development and that it was open to an inspector to conclude that the use of the land would cause problems for local residents, notwithstanding the grant of an environmental permit.

13. While it is true that this line of cases pre-dated the present NPPF, as is noted in Burnett-Hall on Environmental Law (3rd edition 2012) at 7-129:

“The NPPF largely replicates the approach taken in the former PPS10 and PPS23 of requiring planning authorities to focus on whether the development itself is an acceptable use of the land, and the impact of the use, rather than the control of processes or emissions which are subject to approval under pollution control regimes, which regimes should be assumed to operate effectively.”

14. In that regard, I note that para 122 of the 2012 NPPF (which Burnett-Hall refers to) largely replicates para 188 of the 2021 NPPF.¹

15. Thus I do not consider there to be any reason why the line of case law referred to above does not remain good law. The applicable planning guidance considered in those cases is materially the same as the present NPPF.

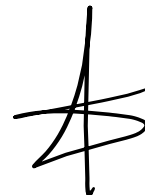
16. Moreover, these legal principles were more recently endorsed by the Court of Appeal in *Gladman Developments v SSCLG* [2019] EWCA Civ 1543, where the Court upheld a decision of a planning inspector to refuse permission for two developments on the basis of their impact on air quality, notwithstanding the existence of the Air Quality Standards

¹ Para 122 of the 2012 NPPF: “local planning authorities should focus on whether the development itself is an acceptable use of the land, and the impact of the use, rather than the control of processes or emissions themselves where these are subject to approval under pollution control regimes. Local planning authorities should assume that these regimes will operate effectively.”

Regulations 2010 and the NPPF requirement to assume that pollution control regimes will operate effectively.

Analysis

17. In light of the above planning guidance and case law, I am firmly of the view that an LPA is perfectly entitled to form its own view of a given development's impacts on the sewerage network, on the basis of the information put before it. In general, an LPA can also properly take into account cumulative pollution impacts for the purposes of granting planning permission.
18. While an LPA would, in most cases, be entitled to defer to a sewerage undertaker on these kinds of questions, it is by no means required to do so. In circumstances where a sewerage undertaker indicates that it does not have any concerns about the impacts of a proposed development, cumulative or otherwise, it is simply not the case (as a matter of law or policy) that the LPA must defer to the sewerage undertaker on that question.
19. Do not hesitate to contact me if I can be of further assistance.



ALEX SHATTOCK

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24.1.22

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