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COMMITTEE:	BABERGH CABINET
DATE:	MONDAY, 4 MARCH 2024 4.00 PM
VENUE:	KING EDMUND CHAMBER, ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH

Members		
<u>Green Party</u> Jessie Carter Sallie Davies Daniel Potter Deborah Saw	<u>Liberal Democrat</u> David Busby (Chair) Helen Davies	<u>Independent</u> Derek Davis Alastair McCraw John Ward

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AGENDA

PART 1

MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT

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- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **BCa/23/41 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2024** 5 - 10
- 4 **TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL'S PETITION SCHEME**
- 5 **QUESTIONS BY COUNCILLORS**
- 6 **MATTERS REFERRED BY THE OVERVIEW AND SCRUTINY OR JOINT AUDIT AND STANDARDS COMMITTEES**

7 FORTHCOMING DECISIONS LIST

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

[Forthcoming Decisions List - Babergh District Council](#)

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| 8 | BCa/23/42 FINANCIAL MONITORING QUARTER 3 2023/24 | 11 - 38 |
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| 9 | BCa/23/43 UPDATE ON THE REGULATOR OF SOCIAL HOUSING REFERRAL AND OUR CURRENT COMPLIANCE POSITION | 39 - 42 |
| | Cabinet Member for Housing. | |
| 10 | BCa/23/44 BDC Q3 PERFORMANCE REPORT | 43 - 86 |
| | Cabinet Member for Customers, Digital Transformation and Improvement. | |
| | A paper presenting performance across the whole Council for the period 1 October – 31 December 2023 (Q3). To note the information contained within the paper, giving the opportunity to reflect and comment on progress made against the key priorities aligned to the Corporate Plan 2019 – 2027. | |
| 11 | BCa/23/45 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME MARCH 2024 | 87 - 172 |
| | Cabinet Member for Planning. | |
| 12 | BCa/23/46 REFRESHED CARBON REDUCTION MANAGEMENT PLAN | 173 - 206 |
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Date and Time of next meeting

Please note that the next meeting is scheduled for Monday, 8 April 2024 at 11.00 am.

Webcasting/ Live Streaming

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

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Agenda Item 3

BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH CABINET** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Thursday, 8 February 2024

PRESENT:

Councillors:	Jessie Carter	Derek Davis
	Deborah Saw	John Ward
	Helen Davies	

In attendance:

Councillor(s):	Mary McLaren
	Brian Riley

Officers:	Chief Executive (AC)
	Interim Monitoring Officer (JR)
	Director – Housing (DF)
	Director – Planning and Building Control (TB)
	Interim Corporate Manager – Finance, Commissioning & Procurement (KW)
	Senior Finance Business Partner – Capital & Treasury (AG)
	Finance Business Partner – HRA (JS)
	Governance Officer (BW)

Apologies:

David Busby (Chair)
Sallie Davies
Alastair McCraw
Daniel Potter

76 DECLARATION OF INTERESTS BY COUNCILLORS

76.1 In accordance with delegated authority, the Monitoring Officer had granted dispensations to all Members in respect of the 23/24 Budget papers for 'twin hatters' and Council Directors on the Councils' companies

76.2 No declarations of interest were received.

77 BCA/23/38 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9 JANUARY 2024

It was **RESOLVED**: -

That the minutes of the meeting held on the 9 January 2024 be confirmed and signed as correct record.

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

78.1 None received.

79 QUESTIONS BY COUNCILLORS

79.1 None received.

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

80.1 There were no matters referred from the Overview and Scrutiny nor the Joint Audit and Standard Committees.

81 FORTHCOMING DECISIONS LIST

81.1 There were no comments made by Councillors.

82 BCA/23/39 GENERAL FUND BUDGET 2024/25 AND FOUR-YEAR OUTLOOK

82.1 Councillor Ward introduced the report as Cabinet Member for Finance, Assets and Investments.

82.2 Councillor Ward proposed the recommendations as set out in the report and tabled papers. Councillor Helen Davies seconded this motion.

82.3 Councillor Davis queried the reserve of £80,000 earmarked for Freeport. The Corporate Manager – Finance, Commissioning & Procurement responded that this had been put in the reserves in error and would be removed.

82.4 Councillor Saw questioned how reserves would be replenished. The Cabinet Member for Finance, Assets and Investments responded that the replenishment of reserves would be addressed in works following the agreement of the budget at Full Council.

82.5 Councillor Saw raised issue with one year Government settlements. The Cabinet Member for Finance, Assets and Investments responded government settlements were hard to predict as there could be a change in Government if a General Election takes place.

82.6 Councillor Saw raised concern about the obligations from Suffolk County Council that would be transferred to the District Council. Councillor Ward clarified that the impact would be due to the County Council no longer meeting earlier commitments in issues such as homelessness. The Director – Housing added that discussions were ongoing between Suffolk County Council and housing providers.

- 82.7 Councillor Saw questioned whether provisions had been made for the new waste depot and for the introduction of the new government waste strategy. The Cabinet Member for Finance, Assets and Investments responded that the depot had been funded under the Capital Programme and the Council had a commitment to deliver the depot. Additionally for the new waste strategy Council's would get full capital funds but there were uncertainties over revenue expenditure.
- 82.8 Councillor Davies queried what the impact on the raise in council tax would have if residents were unable to pay. The Cabinet Member for Finance, Assets and Investments responded that the working age council tax reduction scheme would help mitigate this and the Council had historically had high levels of collection rates. Councillor Carter added that there were schemes in place to help residents who struggled with council tax payments The Corporate Manager – Finance, Commissioning & Procurement stated that a written response would be provided by the Shared Revenues Partnership outside of the meeting.
- 82.9 Councillor Saw asked how it would be ensured that the budget would be balanced whilst maintaining the current level of service. The Chief Executive responded that work had begun to combat this issue, and that whilst the current budget would be balanced by reserves this was not sustainable so new ways of delivering services would need to be considered through delivering services collaboratively with other organisations or prioritising elements of services over full services.
- 82.10 In response to questions from other Members present in relation to chart 1 on page 20 of the report the Chief Executive responded that the difference in spend between the Communities team and the Senior Leadership team were due to the Communities team having a small team to provide services. Additionally, upcoming changes to the Senior Leadership Team would reduce these figures. The Director – Planning and Building Control added that a written response would be provided outside of the meeting.
- 82.11 During the debate Councillor Davis outlined that it was a difficult budget and hard decisions had to be made going forward. He was pleased that council tax band charges had been looked at and that support for the most vulnerable residents in the district was in place.
- 82.12 Councillor Saw outlined that the Council needed to be conscious of expenditure and where possible grants should be considered in addition to working with other organisations.
- 82.13 Councillor Carter outlined that the Council were in a difficult position so transparency and communications with residents was essential throughout the process to explain issues such as why council tax was raised.
- 82.14 Councillor Ward agreed that communication with residents was crucial and that a wide audience of residents needed to be reached. Additionally, funding for the agreed aspirations for the next 4 years was of great importance to

achieve these aspirations.

By a unanimous vote.

It was RESOLVED: -

- 1.1 That the General Fund Budget proposals for 2024/25 and four-year outlook set out in the report for both the revenue and capital budgets and the level of reserves be endorsed for recommendation to Council on 20 February 2024.**
- 1.2 That the General Fund Budget for 2024/25 presented in this report assumes an increase in the Band D Council Tax of 2.99% for endorsement for recommendation to Council.**
- 1.3 That three budget items were updated in the tabled papers for financing costs (see paragraph 5.10 of the report), costs arising from likely regulatory changes in accounting for loan impairments (paragraph 5.13 of the report) and final grant income figures from central government (paragraph 5.18 of the report) and endorsed to Council.**
- 1.4 That the Cabinet considered options for balancing the budget for endorsement and recommendation to Council as set out in the tabled papers.**
- 1.5 That the new income bands and contribution rates for the 100% Local Council Tax Reduction (Working Age) Scheme, as set out in 5.27 of the report, are endorsed for recommendation to Council.**
- 1.6 That Cabinet endorses for recommendation to Council:**
 - a. The options for balancing the budget as detailed in Table 3 of the tabled papers.**
 - b. The creation of Expected Credit Loss Reserve of £937,850 as explained in paragraphs 3.4 to 3.12 in the tabled papers.**
 - c. The creation of a Financial Sustainability Reserve of £1,341,640 as proposed in paragraph 4.3 in the tabled papers.**

REASON FOR DECISION

To bring together all the relevant information to enable Cabinet Members to review, consider and comment upon the Council's General Fund budget for endorsement and recommendation to Council.

Alternative Options Considered and Rejected:

Setting a balanced budget is a statutory requirement: the budget figures presented in this report currently show a gap between forecast expenditure and income which

needs to be resolved. Options for balancing the budget will be tabled at Cabinet for its consideration.

Any Declarations of Interests Declared: None

Any Dispensation Granted: None

83 BCA/23/40 HOUSING REVENUE ACCOUNT BUDGET 2024/25 AND FOUR-YEAR OUTLOOK

83.1 Councillor Ward introduced the report as Cabinet Member for Finance, Assets and Investments.

83.2 Councillor Ward proposed the recommendations as set out in the report. Councillor Carter seconded this motion.

83.3 Councillor Davis questioned the £6 million repayment on the Public Works Loan Board loan and why this had not been refinanced. The Finance Business Partner – HRA responded that the loan needed to be repaid next year and if this was refinanced an additional loan would be needed for repayment, so it was advised to use reserves to repay this financial year. The Corporate Manager – Finance, Commissioning & Procurement added that under the Treasury Management Strategy it was advised that no long-term borrowing would be undertaken in 2024/25 due to high interest rates but this would be reviewed in the next financial year. The Director – Housing added that interest payable on loans came directly out of revenue account so could put pressure on the ability of the Council to carry out repairs.

83.4 Councillor Saw questioned whether selling housing stock that was too expensive in terms of repairs had been considered. The Director – Housing responded that an asset register of Council properties was ongoing and would identify previous and future spend for each property. This would develop a strategy on what properties would remain in the HRA or sold to allow the Council to buy energy efficient properties.

83.5 Councillor Saw further questioned how many families were on the homelessness register. The Director – Housing responded that an answer would be provided outside of the meeting.

83.6 In response to questions from other Members present the Director – Housing responded that software was in place to predict when tenants would go into debt and financial inclusion officers would work with residents to help them budget and help them get additional support.

By a unanimous vote.

It was RESOLVED: -

1.1 That the HRA Budget proposals for 2024/25 set out in this report, be endorsed for recommendation to Council on 20 February 2024.

- 1.2 That a CPI + 1% increase of 7.7% for social rents, equivalent to an average rent increase of £7.92 and a RPI + 0.5% (9.4%) increase for affordable rent of £11.13, a week be implemented.
- 1.3 That the RPI increase of 8.9% in garage rents, equivalent to an average rent increase of £3.83 or £4.71 (private rental), a month be implemented.
- 1.4 That an increase of for sheltered housing service charges, equivalent to £49.12 a month, be implemented.
- 1.5 That an increase for sheltered housing utility charges, equivalent to £28.95 a month, be implemented, following no utility increase for 3 years (from 2019/20).
- 1.6 That in principle, Right to Buy (RTB) receipts should be retained within the Housing Revenue Account, to enable continued development and acquisition of new council dwellings.
- 1.7 That it is recommended that the £6m PWLB loan due to be repaid in 2024/25 is repaid rather than refinancing at a higher interest rate.
- 1.8 That the Revenue Contribution to Capital be increased £4.48m to £5.572m

REASON FOR DECISION

To bring together all the relevant information to enable Cabinet Members to review, consider and comment upon the Council’s General Fund budget for endorsement and recommendation to Council

Alternative Options Considered and Rejected:

Setting a balanced budget is a statutory requirement: the budget figures presented in this report currently show a gap between forecast expenditure and income which needs to be resolved. Options for balancing the budget will be tabled at Cabinet for its consideration.

Any Declarations of Interests Declared: None

Any Dispensation Granted: None

The business of the meeting was concluded at 14:10pm.

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Chair

Agenda Item 8

BABERGH DISTRICT COUNCIL

COMMITTEE: Cabinet	REPORT NUMBER: BCa/23/42
FROM: Councillor John Ward, Cabinet Member for Finance, Assets and Investments	DATE OF MEETING: 04 March 2024
OFFICER: Karen Watling, Interim Corporate Manager, Finance	KEY DECISION REF NO. CAB432/CAB433

FINANCIAL MONITORING QUARTER 3 2023/24

1. PURPOSE OF REPORT

- 1.1 This report summarises the financial activities of the Council for the second quarter of 2023/24, covering General Fund Revenue, the Housing Revenue Account and the Capital Programmes for both funds. There is a new requirement from the start of 2023/24 to monitor the Council's Prudential Indicators on a quarterly basis and this data is attached as Appendix C.

2. OPTIONS CONSIDERED

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

3. RECOMMENDATIONS

- 3.1 That, subject to any further budget variations that arise during the rest of the financial year, the projected overspend on the General Fund of £440k referred to in section 4.2 and Appendix A of the report be noted.
- 3.2 That, subject to any further budget variations that arise during the rest of the financial year, the projected overspend on the Housing Revenue Account of £616k over budget referred to in section 4.3 and Appendix B of the report be noted.
- 3.3 That, the Council's compliance with the Prudential Indicators during quarter two referred to in section 4.4 and Appendix C of the report be noted.

REASON FOR DECISION

To ensure that Members are kept informed of the financial position for both General Fund Revenue and Capital, Housing Revenue Account and Capital and the Prudential Indicators.

4. KEY INFORMATION

Background

- 4.1 The Cabinet receives financial monitoring reports on a quarterly basis. This report covers the financial activity for the third quarter of 2023/24 and the amendments to projections for the year where necessary. It is important to remember that the figures being presented are not actuals at Q3, they represent what the outturn will be at the year-end if current trends are maintained.
- 4.2 The General Fund forecast outturn has improved from Q2 with a budgeted surplus of £22k now forecast to be a deficit of £440k. The deficit has arisen from a combination of factors including shortfalls in income, see Appendix A for further details. Statutory increases to planning fees have taken effect along with two large Solar Farm applications, reducing the income deficit to an extent. The General Fund Capital programme is forecast at an underspend on capital projects of £9,450k. Savings on MRP resulting from slippage in the capital programme and higher interest receivable have further mitigated the deficit. The Council's investment strategy and interest modelling will be tested and remodelled in the 2024/25 financial year to ensure accurate forecasting and achieve best use of resources. Details of the slippage in the Capital Programme are detailed in Appendix A.
- 4.3 The Housing Revenue Account is forecast at an overspend of £1,218k from a budgeted deficit of £602k, a variance to budget of £616k. This is primarily due to additional staffing costs in Building Services, see Appendix B for further details. The HRA Capital programme is forecast to be an underspend of £8,677k against the budget of £17,211
- 4.4 There have been no breaches of the council's Prudential Indicators in the third quarter and none are anticipated for the remainder of 2023/24. The new quarterly monitoring report for Prudential Indicators is attached as Appendix C.

5. LINKS TO THE CORPORATE PLAN

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

6. FINANCIAL IMPLICATIONS

- 6.1 These are detailed in the report.

7. LEGAL IMPLICATIONS

- 7.1 There are no specific legal implications.

8. RISK MANAGEMENT

- 8.1 Key risks are set out below:

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
We may be unable to react in a timely and effective way to financial demands.	3	3	Continued monitoring and reporting of the Councils financial forecast via quarterly reports to Cabinet. Reserves available to call upon.	Strategic Risk Register SRR004BDC
Service delivery may not be accomplished If economic conditions and other external factors are worse than budgeted for.	3	3	Budget control framework in place with Budget Holders and Assistant Directors with the Business Partner model operating effectively to support this. Continued monitoring and reporting of the Councils financial forecast during the year via quarterly reports to Cabinet.	Finance, Commissioning and Procurement ORR005BDC

9. CONSULTATIONS

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

10. EQUALITY ANALYSIS

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

11. ENVIRONMENTAL IMPLICATIONS

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

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

- 11.3 A solar multi-function carport to generate electricity has been installed at Kingfisher Leisure Centre, Sudbury. The estimated CO₂ savings are equivalent to 4.4 times the volume of the Royal Albert Hall and it is capable of generating enough power to supply 24 average homes in Sudbury.
- 11.4 OZEV supported EV charging points are being moved to the implementation phase.
- 11.5 A property list of carbon emitting buildings is being established for future retrofit consideration.
- 11.6 A performance review of clean power installations on Council assets and operations and maintenance contracts is being commissioned.

12. APPENDICES

Title	Location
General Fund Financial Monitoring Quarter 3 2023/24	APPENDIX A
Housing Revenue Account Financial Monitoring Quarter 3 2023/24	APPENDIX B
Prudential Indicators Quarterly Monitoring	APPENDIX C

13. BACKGROUND DOCUMENTS

20 February 2023 General Fund Budget 2023/24 and Four-Year Outlook – BC/22/41

20 February 2023 Housing Revenue Account Budget 2023/24 – BC/22/42

20 February 2023 Joint Capital, Investment and Treasury Management Strategies 2023/24 – BC/22/44

General Fund Financial Monitoring Quarter 3 2023/24

Babergh District Council
March 2024



1. Background

1. Background

2. The General Fund Budget for 2023/24 was approved by Council in February 2023. After the easing of COVID pressures on the Council's budget new challenges are being driven by the economic effects of the War in Ukraine and the Cost-of-Living crisis, with inflationary pressures on costs and reductions in expected income. The impact of these factors across the whole organisation is projected to result in overspends.
3. Inflation, measured by the Consumer Price Index (CPI) remains high at 5.3% (Dec 2023), and while it is assumed to have reached a peak, continuing pressures on the cost of fuel, materials and services has been reflected in the forecast variances for 2023/24.

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The Bank of England base rate remains at 5.25% (Jan.2024) and while the rate is assumed to have peaked reductions are not expected until May at the earliest. Monitoring continues to identify any risk to the Council's position and a review of the effects of the Council's borrowing has led to adjustments in the forecast to account for the additional borrowing costs.

5. Forecast position for 2023/24

6. Budget monitoring is a key tool and indicator on the delivery of the Council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as the current inflationary pressures.
7. Based upon financial performance and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget have been identified.
8. The overall position of the Council's Revenue General Fund for 2023/24 is forecast to be a deficit of £440k against a budgeted surplus of £22k. This is a projection based on current trends, which may fluctuate as the year progresses. Statutory increases to planning fees have kicked in,

which along with two large Solar Farm applications have partly reduced the income deficit forecast at Quarter 2. It is proposed that any shortfall against budget be funded from the Council's reserves. This use of reserves has been factored into the reserves position that was included in the budget report to Full Council in February 2024..

9. The key variances that make up this overspend are shown in the following sections of this report. A significant variance is in the forecast increase in income interest income arising from the council's short-term cash deposits. Work on enhancing the modelling for forecasting financing costs and interest income is being undertaken by the Finance Team.. Interest income from CIFCO Ltd is forecast to be below budget as the estimate incorrectly included principal repayment amounts which cannot be credited to the revenue budget.
10. Employee costs are also under pressure with several senior positions unfilled in Finance and Electoral Services which are currently filled by interims. Employee costs are approximately 50% of the Council's expenditure and an increase of 4% was included in the budget. The pay award for the 2023/24 year has now been settled and the effects worked into the forecast. Recruitment remains challenging and the Council continues to experience gaps between people leaving the organisation and these posts being filled. The budget includes a £0.550m vacancy management factor of 5% on salaries centrally held outside of the service areas. The results of the Pay & Rewards project have added pressure to staffing costs. Some mitigation on the deficit against the salary budget will come from capitalisation of Salary costs for Capital and Transformation projects.

2. General Fund Revenue – Forecast

Service Area		Budget 23/24	Full Year Forecast 23/24	Variance to Budget (underspend) / overspend	Variance as % of Budget
		£'000	£'000	£'000	
Net Service Costs	Assets & Investments	301	417	115	38%
	Communities & Wellbeing	815	735	(80)	-10%
	Corporate Resources	2,056	2,363	306	15%
	Customers, Digital Transformation & Improvement	2,210	2,178	(32)	-1%
	Economic Growth & Climate Change	477	476	(1)	0%
	Operations	3,919	3,889	(30)	-1%
	Housing	677	572	(105)	-16%
	Law & Governance	1,079	1,360	281	26%
	Planning & Building Control	1,205	1,280	75	6%
	HR & Organisational Development	695	707	13	2%
	Senior Leadership Team	731	729	(1)	0%
Housing Benefits	HB Transfer Payments	11,769	11,769	-	0%
	HB Grants and Contributions	(11,885)	(11,885)	-	0%
Net expenditure on services as above		14,049	14,589	540	4%
Recharges	Charge to HRA/Capital	(1,937)	(1,868)	69	4%
Capital Financing Costs	Interest Payable on lending to CIFCO	208	208	-	0%
	Interest Payable - Other	1,271	1,271	-	0%
	Minimum Revenue Provision (MRP)	1,708	1,565	(143)	-8%
Investment Income	Pooled Funds Net Income	(569)	(510)	59	10%
	Interest Receivable - CIFCO	(2,187)	(2,040)	147	7%
	Interest Receivable	(15)	(250)	(235)	-1567%
Total Net Cost of Services		12,528	12,965	437	3%
Government Grants	New Homes Bonus	(825)	(825)	-	0%
	Revenue Support Grant (RSG)	(130)	(130)	-	0%
	Services Grant	(86)	(86)	-	0%
	Rural Services Delivery Grant	(266)	(266)	-	0%
	Funding Guarantee	(68)	(68)	-	0%
Business Rates	Baseline Business Rates	(705)	(685)	19	-3%
	Growth / Pooling Benefit	(457)	(457)	-	0%
	Business Rates Pool - Removal of Top Slicing				
	S31 Business Rates Grant	(3,283)	(3,315)	(32)	1%
	Business rates - Renewable Energy	-	(77)	(77)	100%
	Enterprise Zone income & renewable energy	(319)	(226)	94	29%
Council Tax	Business Rates Prior Year Deficit	25	25	-	0%
	Council Tax	(6,416)	(6,416)	-	0%
	Council Tax Prior Year Surplus	(21)	(21)	-	0%
Total Funding		(12,551)	(12,548)	3	0%
Net Position Before Reserves		(22)		440	

3. General Fund Revenue – Major Variances

Area	Full Year Budget £'000	Full Year Forecast £'000	Variance £'000	Comments	% Variance
Assets & Investments	301	417	115		38%
Strategic Property	219	335	116	£110K overspend on backdated management fees for Borehamgate. £7K overspend on reactive soakaway repairs to depot. £11K overspend from writing off bad debt from prior tenant. New tenant in situ and payments up to date. £6K overspend Car Park rental of Corks Lane Hadleigh payable to Hadleigh Town Council. (£19K) underspend on employee costs following transitional vacancies.	53%
The Councils' Companies	82	81	(1)		-1%
Communities & Wellbeing	815	735	(80)		-10%
Communities	587	501	(86)	Underspends forecast on Health and Wellbeing (£69k), Community Achievement Awards (£5k), Physical Activity (£23k), Suffolk Youth Focus (£6k), Healthy Behaviours (£43k) and Community Safety (£18k) budgets. Overspend on Community Grants £24k and salaries £57k (pay review and less from reserves than budgeted)	-15%
Leisure Contracts	228	234	6	Reactive repairs to Hadleigh Pool and Kingfisher Centre electrical repairs.	2%
Corporate Resources	1,940	2,246	306		16%
Finance, Commissioning & Procurement	1,940	2,246	306	Overspend on Agency staffing to cover various vacancies in the team due to difficulty with recruitment and under budgeted on insurance premiums due to inflationary increases.	16%
Customers, Digital Transformation & Improvement	2,210	2,178	(32)		-1%
Communications	235	239	5	£1.7k overspend on salaries due to Pay & Reward Outcomes, (£3k) underspend due to unspent operating budgets and £6.1k overspend on Subscriptions due to increase in Media Access Licence costs for the current financial year.	2%
Customer Operations	614	608	(6)	(£24k) underspend due to vacancy savings in Q1 & Q2 and £18k unbudgeted spend for Inform 360 Services subscription costs.	-1%
ICT	977	949	(28)	(£14k) underspend due vacant post for full year, £10k cost pressure on BT line charges due to 300% increase in costs, (£22k) underspend on SCC contract due to contract being less than budgeted for and (£2k) underspend on operating costs.	-3%
Strategic Policy, Performance & Improvements	384	381	(2)	(£30k) underspend due to vacancies in Q1 and £27k unbudgeted costs for Corporate Plan Refresh which has been funded from the salary underspend.	-1%
Economic Growth & Climate Change	477	476	(1)		0%
Climate Change	95	95	(0)		0%
Economic Growth & Climate Change	382	381	(1)		0%
Housing	677	572	(105)		-16%
PV Panels	(149)	(154)	(4)		-3%
Housing Solutions	827	726	(101)	(£100k) budgeted reserves in Homelessness not utilised, (£76k) underspend on salaries due to vacancies including Housing Standards Manager which has not been filled. Savings reduced by £23k in Independent Living Service as not all expenditure qualifies for Disabled Facilities Grant funding and also £52k in Rough Sleepers service covering Corporate recharges not covered by the grant.	-12%

3. General Fund Revenue – Major Variances

Area	Full Year Budget £'000	Full Year Forecast £'000	Variance £'000	Comments	% Variance
HR & Organisational Development	695	707	13		2%
HR & OD	695	707	13	Overspend due to additional resource in team. (approx. £18.5k), £16.5k additional costs due to Pay and Reward outcomes and yearly Pay Award, £5k overspend on Suffolk County Council advert costs due to an increase in vacancies and £5k increase in Subscription costs. (£33k) underspend on the Training budget is offsetting the cost pressures.	2%
Law & Governance	1,079	1,360	281		26%
Electoral Services & Land Charges	123	304	181	£18k overspend on salaries due to Pay inflation and Pay & Reward Review. £58k Consultancy fees to run service until new Corporate Manager is in place, Land Charge income forecast £52k over budget. Overspend on May 23 Elections is £46k and £7k is to be paid back to the Elections Claim Unit (ECU) for the 2021 Election underspend.	148%
Governance & Civic Office	462	548	86	Member Allowances 65k over budget due to increases agreed after the 22/23 budget was set along with an additional increase in 23/24 related to the staff Pay & Reward Review. £5k overspend on Car Mileage Allowance, £6k on Training and £10k overspend forecast on postage costs.	19%
Internal Audit, Risk & Data	93	97	3		4%
Shared Legal Service	401	411	10	£10k overspend due to implementation costs for new Case Management System (CMS)	2%
Operations	3,919	3,889	(30)		-1%
Car Parking	354	203	(151)	(£75K) underspend due to Car Park Strategy revenue implementation works on hold while proposal to vary charging is reviewed. The budget for this was created following recommendations from the Parking Strategy. (£55K) underspend on Business Rates revaluation for the year billed. (£13K) underspend from savings expected on electricity budgeted from Light Emitting Diode (LED) lighting installation. (£6K) underspend on ticketing stationery for machines. (£3K) underspend on employee costs.	-43%
Health & Safety, Business Continuity and Emergency Planning	212	204	(7)	Underspend on salary costs pending recruitment of permanent Corporate Manager	-3%
Public Protection	586	540	(47)	Transitional vacancies, job adverts out with a view of full establishment from Q03. Employee costs for backlog COVID works funded by additional income from prior years deferred Contain Outbreak Management Funding (COMF) contributions. Incentives being funded in year across Operations and Communities teams to reduce health inequalities in our district due to the fallout of the COVID pandemic.	-8%
Public Realm	1,381	1,582	201	Equipment and fleet costs overspent £67K. £133K overspend on Employees following pay & reward review and cover for long term absences in streets team.	15%
Recycling, Waste & Fleet	1,350	1,350	0	Favourable variances include waste Contract (£45K); Garden Waste income growth (£34K); Transitional officer vacancies (£23K); underspend to budget Materials Recovery Facility (MRF) costs (£12K) ; Trade waste income growth (£8K). Offset by proposed reduction in drawdown of budgeted waste reserve of £122k.	0%
Service Improvement (Environment & Community Services)	35	10	(26)	Current employee resource seconded to Corporate Resources.	-73%

3. General Fund Revenue – Major Variances

Area	Full Year Budget £'000	Full Year Forecast £'000	Variance £'000	Comments	% Variance
Planning & Building Control	1,205	1,280	75		6%
Building Control	139	208	69	£97k Reduction in income partially offset by staff savings (£21k)	49%
Development Management, Heritage & Enforcement	624	623	(1)	2 large solar applications have reduced the expected shortfall in income which is now £162k. This is offset with less costs on Judicial Reviews (£107k), increased Pre app income (£30k) and staff savings (£28k)	0%
Service Improvement (Sustainable Communities)	38	39	0		0%
Strategic Planning	403	410	7	£110k Neighbourhood Planning income less than expected due to claim window timings partially offset by staff savings (£58k), underspends on consultancy fees (£34k), conference expenses (£1k) and advertising (£3K).	2%
Senior Leadership Team	731	729	(1)		0%
Senior Leadership Team	731	729	(1)		0%
Grand Total	14,049	14,589	540		4%

4. Earmarked Reserves

Reserve	Opening Balance as at 31/03/23	Budget Balance as at 31/03/24	Actual Movement From Reserve 2023/24	Further Commitments / Forecast 2023/24	Forecast Balance as at 31/03/24	To Reserves 2024/25	From Reserves 2024/25	Estimated Balance 31/03/2025	Committed 2025/26	Committed 2026/27	Committed 2027/28	Balance as at 31st March 2028
Business Rates & Council Tax	3,545,890	3,545,890	- 1,313,501	- 879,000	1,353,389	0	0	1,353,389	0	0	0	1,353,389
Business Rates Retention Pilot (BRRP)	792,182	732,182	-	52,295	784,477	0	-580,789	203,687	-37,124	0	0	166,564
Carry Forwards	147,258	147,258	-	39,600	107,658	0	0	107,658	0	0	0	107,658
Climate Change and Biodiversity	249,507	182,680	-	75,533	107,147	11,301	0	118,447	11,866	12,459	13,082	155,853
Community Housing Fund	122,309	94,194	-	28,115	122,309	0	-31,480	90,829	-32,425	-33,397	-24,005	1,002
Commuted Maintenance Payments	1,346,309	1,346,309	-	38,522	1,384,831	0	-123,050	1,261,781	-123,050	-126,478	-127,637	884,616
COVID 19	1,501,470	1,367,852	-	1,350,110	17,742	0	-17,742	0	0	0	0	0
Elections Equipment	35,000	35,000	-	-	35,000	0	0	35,000	0	0	0	35,000
Elections Fund	90,386	110,386	- 90,386	20,000	0	30,000	0	30,000	30,900	31,827	32,782	125,509
Expected Credit Loss Reserve			-	937,850	937,850	0	-937,850	0	0	0	0	0
Financial Resilience Reserve		-	-	256,708	256,708	1,124,496	0	1,381,204	0	0	0	1,381,204
Financing the Budget Reserve		-	-	-	0	0	0	0	0	0	0	0
Government Grants	259,376	239,491	-	19,885	259,376	0	0	259,376	0	0	0	259,376
Homelessness	291,097	190,999	-	20,000	170,999	0	-28,404	142,595	-28,404	-28,404	-28,404	57,383
Neighbourhood Planning Grants	48,711	73,418	-	2,320	75,739	90,000	-26,523	139,216	63,477	63,477	63,477	329,647
Planning (Legal)	741,808	600,808	- 3,003	-	597,805	0	-428,000	169,805	-56,602	-56,602	-56,602	0
Planning Enforcement	92,848	92,848	-	-	92,848	0	0	92,848	0	0	0	92,848
Rough Sleepers	16,592	16,592	-	-	16,592	0	0	16,592	0	0	0	16,592
Strategic Planning / Joint Local Plan	322,466	322,466	-	237,466	85,000	0	-10,000	75,000	-10,000	-10,000	0	55,000
Strategic Priorities	1,871,206	1,582,486	- 64,000	556,241	962,245	0	-655,374	306,871	-111,914	-77,386	-77,386	40,186
Temporary Accommodation	220,138	160,981	-	66,000	226,981	0	-217,637	9,344	0	0	0	9,344
Waste	380,056	235,932	-	-	235,932	0	-235,930	2	0	0	0	2
Well-being	84,873	78,655	- 70,000	4,432	4,223	0	0	4,223	0	0	0	4,223
TOTAL	12,159,482	11,156,427	- 1,540,890	- 1,780,687	7,834,850	1,255,797	-3,292,780	5,797,867	-293,276	-224,504	-204,692	5,075,395

5. General Fund Capital

1. Background

2. Use of capital and one-off funds is critical and needs to be linked into our future delivery plans.
3. With complex capital schemes it is difficult to accurately assess the level of payments that will be made during the financial year. The Council continues to embark on new projects where it is difficult to accurately predict how payments will fall. Councillors should therefore focus on whether overall outcomes are being achieved because of the capital investment rather than variances against the plan for a particular year.

4. Forecast position for 2023/24

5. The £10.2m variance on the budget of £19.3m is primarily influenced by the following projects;
 - Slippage into 2024/25
 - Belle Vue £1.9m
 - Housing Grants £1.4m
 - Approvals given to delay projects until 2025/26 (as part of Budget Setting at Council meeting in February 2024).
 - A1071 Roadside Commercial Workspace Development £1.9m
 - Strategic Investment Fund £2.8m
 - Leisure Centres renewals £1m
 - Joint Depot £1.2m
6. Details of the variances to budget are shown on the following slides.

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Assets and Investments						
Hamilton Road Regeneration	108,187	21,494	35,187	(73,000)	(73,000)	This project is currently on hold. Viability of scheme to be discussed.
Planned Maintenance / Enhancements - Corporate Buildings	182,375	24,569	33,000	(149,375)	(149,375)	Currently funding consultancy costs for new HQ Office move and new depot scoping works. The carry forward budget is to make semi-permanent enhancements to ageing depots should there be a substantial delay in sourcing a new depot such as drainage improvements, roof enhancements.
New Joint Depot	1,200,000	-	-	(1,200,000)		£6m required over 2024-26 period. Approved at Council Feb 23. 2024/25 expenditure for land purchase, design fees and part time project management. Assuming completion 2 years from March 2024, (1 year legals/design/planning and 1 year to build). Request will be made to move budget to 2025/26 as part of the budget setting approvals at Council in Feb 2024.
Regen Fund - HQ Sites	-	-	-	-	-	This scheme has now been combined with the Housing Delivery programme by Babergh Growth Ltd (see below)
Borehamgate	255,000	-	145,000	(110,000)	(110,000)	Ongoing work to protect and enhance income. Scheme is to refurbish and bring up to standard vacant commercial units to be let. Officers to deliver this scheme have been recruited and part delivery is likely in 23/24 with the remainder in 24/25. This includes works to the Post Office Unit, office, Kings House Toilets.
Strategic Investment Fund	2,777,000	-	-	(2,777,000)		Funding for opportunistic and time sensitive projects/acquisitions to achieve key council service objectives. Request will be made to move budget to 2025/26 as part of the budget setting approvals at Council in Feb 2024
Housing Delivery - Capital Loan to Babergh Growth Ltd (formerly shown separately as Babergh Growth Ltd. & Regen Fund- HQ Sites)	5,989,976	2,974,096	5,464,000	(525,976)	(525,976)	Construction currently in progress. Merging of two budget heads of the Babergh Growth Ltd and Regeneration Fund - HQ Sites (Former Council Offices).
Total Assets and Investments	10,512,538	3,020,158	5,677,187	(4,835,351)	(858,351)	

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Corporate Resources						
Replacement Finance Management System	75,000	285,642	356,052	281,052	-	Costs are 50/50 split. 23/24 overspend included for 24/25 budget approval.
Total Corporate Resources	75,000	285,642	356,052	281,052	-	
Customers, Digital Transformation and Improvement						
ICT - Hardware/Software Refresh:	150,000	22,551	48,000	(102,000)	(102,000)	£102k profiled to 24/25 - Collaboration Hardware/Hybrid Working – to spend around 50% of budget in 23/24,
Public Protection - Verso Software Upgrade Project	-	30,000	30,000	30,000	-	To be re-charged from ICT budget. Invoice £60K set-up costs - split 50:50 for new licence software.
Addl Projects Major Contracts	-	61,000	61,000	61,000		Re: Oracle - No Budget
Total Customers, Digital Transformation and Improvement	150,000	113,551	139,000	(11,000)	(102,000)	

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Economic Development and Regeneration						
Solar Car Ports	-	3,744	3,744			Project completed
EV Charging Points	180,000	121,450	202,973	22,973		Forecast overspend due to changes in plans in Phase 1b and Phase 2 and costs at new sites costing more.
Belle Vue	1,916,730	10,970	12,000	(1,904,730)	(1,904,730)	Minimal spend in 23/24. Remaining budget to be carried forward to 2024/25.
A1071 Roadside Workspace Development	2,078,000	7,160	10,000	(2,068,000)	-	Request will be made to move budget to 2025/26 as part of the budget setting approvals at Council in Feb 2024. Currently surveys and design work being carried out. Once a programme of works has been agreed then the budget will be utilised in 25/26.
Total Economic Development and Regeneration	4,174,730	143,324	224,973	(3,949,757)	(1,904,730)	
General Fund Housing						
Mandatory Disabled Facilities Grant	1,000,304	486,922	541,323	(458,981)	(458,981)	We are planning to spend the Grant allocation received from County of £760,251. Policies are being reviewed to increase Minor Adaptation grants from £7.5k to £15k and Discretionary Funding Grants from £10k to £20k. Cabinet will need to approve these increases for 2024/25.
Renovation / Home Repair Grants	120,557	31,784	70,000	(50,557)	(50,557)	Currently loans are offered to ensure properties meet required legal standards, discussions are being had with Landlords to get traction for a new scheme to improve the fabrics of a property, waiting for feedback. Also looking at shortening the terms of the loans made. £50k moved to next FY.
Empty Homes Grant	441,000	-	-	(441,000)	(441,000)	No spend currently expected. Budget requirements to be reviewed.
Grants for Affordable Housing	400,000	-	-	(400,000)	(400,000)	No spend currently expected. Budget requirements to be reviewed by members.
Total General Fund Housing	1,961,862	518,706	611,323	(1,350,538)	(1,350,538)	

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Leisure Contracts						
Kingfisher Leisure Centre - Repairs and Renewals	645,050	41,970	90,000	(555,050)	-	£90k expected to be spent in 23/24. Request will be made to move remaining budget to 2025/26 as part of the budget setting approvals at Council meeting in Feb 2024. Budget will be used as match funding against grants from Sport England to enhance the swim facilities of Leisure Centres in Babergh.
Radleigh Pool and Leisure - Repairs and Renewals	497,000	9,711	18,500	(478,500)	-	£18.5k expected to be spent in 23/24. Request will be made to move remaining budget to 2025/26 as part of the budget setting approvals at Council meeting in Feb 2024. Carry Forward capital budget will be used as match funding against grants from Sport England to enhance the swim facilities of Leisure Centres in Babergh.
Total Leisure Contracts	1,142,050	51,681	108,500	(1,033,550)	-	
Operations						
Replacement Refuse Freighters - Joint Scheme	210,580	229,100	216,880	6,300		Estimated costs based on previous purchases plus inflation.
Recycling Bins	75,000	79,850	89,950	14,950		Budget request to be increased to reflect actual costs in 2023/24 and growth in Housing Developments. Continued increased new build developments means more bins are required.
Total Operations	285,580	308,950	306,830	21,250	-	

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Planning						
CIL Funded Infrastructure Grants	-	984,118	1,070,967	1,070,967		Forecast budget for 24/25 based on potential spend for existing approved CIL Bids, funded from CIL Reserve.
Total Planning	-	984,118	1,070,967	1,070,967	-	
Public Realm						
Vehicle and Plant Renewals	120,000	74,828	120,000	-		Scheme is for replacing old for new trailer (normally 8 year shelf life)
S106 Open Spaces Grants	-	131,703	131,703	131,703		Matched to Actual Spend, funded from S106 monies
Planned Maintenance / Enhancements - Car Parks	56,680	4,140	56,680	-	-	
Pin Mill - Planned Maintenance	136,000	-	36,000	(100,000)	(100,000)	Current investigations underway to plan enhancements of the hard at Chelmondiston. Scheme likely to complete in 24/25.
Gaol Lane, Toilet Refurb	60,000	24,958	60,000	-		Project nearing completion
Parking Strategy Implementation	165,000	-	15,000	(150,000)		Request will be made to move remaining budget to 2025/26 as part of the budget setting approvals at Council meeting in Feb 2024. For Car Park Strategy implementations including signage and meter equipment to bring improved enforcement. Delays in project due to new political scope and requirement.
Total Public Realm	537,680	235,629	419,383	(118,297)	(100,000)	

5. General Fund Capital

GENERAL FUND CAPITAL PROGRAMME 2023/24	Revised Budget 2023/24	Actual Spend at Q3	Forecast at Q3	Budget Variance	Expected Carry Forward to 2024/25	Explanation of Major Variances
Sustainable Communities						
Play Equipment	303,000	140,279	285,000	(18,000)	(18,000)	Budget is remaining amounts brought forward from previous years. The Works to be undertaken are still to be developed.
Community Development Grants	120,000	91,199	120,000	-		The budget is oversubscribed and we expect the budget to be fully allocated to community organisations each year. Whilst all funding will be allocated this financial year, applicants are given 6 months to spend from award. As such full spend will not be achieved within the same financial year and carry forward will be requested for those grants awarded.
Total Sustainable Communities	423,000	231,478	405,000	(18,000)	(18,000)	
Total General Fund Capital Spend	19,262,440	5,893,238	8,966,907	(10,220,533)	(4,333,620)	

**Housing Revenue
Account (HRA)
Financial Monitoring
Quarter 3 2023/24**

**Babergh District Council
March 2024**



1. Background

Background

1. The financial position of the HRA for 2023/24 should be viewed in the context of the 30-year business plan. The budget set in February 2023 showed a forecast deficit position for 2023/24 of £602k.
2. A period of five years of annual rent reductions ended in March 2020 and councils were allowed to increase rents by the maximum of the Consumer Price Index (CPI) +1% for a period of five years from April 2020. This began to mitigate the impact of the 1% reduction on the 30-year plan. However, due to soaring inflation, rent increases have been capped to 7% for 2023/24, well below CPI.
3. Inflation, measured by the Consumer Price Index (CPI) has reduced during 2023 from the peak of 11.1% in October 2022. For the 12 months to December 2023 CPI increased 4%, up from a 12-month low of 3.9% in November.

The pay review and £1,925 pay increase for 2023/24 have been reflected in the forecast.

5. With the Council's housing stock at over 3,500 homes there will always be unplanned events that affect the level of income and expenditure in any one financial year. Members should therefore consider annual variances in the context of the medium-term outcomes that the Council wishes to achieve.

HRA Quarter 3 position 2023/24

1. Budget monitoring is a key tool and indicator on the delivery of the Council's plans and priorities for the year. There will, of course, always be reasons why there are variances such as the current inflationary pressures.
2. Based upon financial performance and information for April 2023 to December

2023 and discussions with budget managers and the Senior Leadership Team, key variations on expenditure and income compared to budget were identified.

3. There is a projected net deficit of £1,218k for 2023/24, a variance of £616k compared to the budget deficit of £602k.
4. The key variances that make up this projected overspend are shown in the following section of this report. The projection is based on current trends and so may fluctuate as the year progresses.

Capital Programme

1. Use of capital and one-off funds is critical and needs to be linked into our future delivery plans.
2. With complex capital schemes it is difficult to accurately assess the level of payments that will be made during the financial year. The Council continues to embark on new projects, e.g. building new homes, where it is difficult to accurately predict how payments will fall. Members should therefore focus on whether overall outcomes are being achieved because of the capital investment rather than variances against the plan for a particular year.
3. The budget and actual spend for 2023/24 for the HRA Capital Programme are shown in section 3.

2. Housing Revenue Account (HRA)

	Budget	Outturn 2023/24	Variance (underspend) / overspend	% variance
	£'000	£'000	£'000	
Dwelling Rents	(18,740)	(18,817)	(76)	0%
Service Charges	(607)	(646)	(39)	6%
Non Dwelling Income	(238)	(224)	14	-6%
Other Income	(67)	(47)	20	-30%
Interest Received	(10)	-	10	-100%
Total Income	(19,662)	(19,733)	(71)	0%
Housing Management	5,158	4,897	(260)	-5%
Building Services	4,999	5,663	664	13%
Repairs and Maintenance (all areas except Trades Team)	1,030	1,200	171	17%
Depreciation	4,817	4,817	-	0%
Interest payable	3,068	3,303	235	8%
Revenue Contribution to Capital	1,092	970	(122)	-11%
Bad Debt Provision	100	100	-	0%
Total Expenditure	20,264	20,951	688	3%
Deficit / (Surplus) for Year	602	1,218	616	

Dwelling rents: £47k increase in number of Shared Ownership properties and £30k rental income due to 34 new affordable properties since number of budgeted properties taken as at September 2022.

Service Charges: £16k increase in Leaseholder Service Charges, £10k reduction in voids and £13k increased utility charges

Other Income: £13k reduction in income expectation of Wayleaves and Easements, plus legal fees received and £7k increase in Leaseholder rent.

Housing Management:

- (£341k) salary adjustment between Management and Building Services for Pay Review
- (£120k) correction to budget for HRA Other Temp Accomodation
- (£112k) savings made to Consultancy fees
- (£91k) adjustment to recharges

- (£79k) reduction in utility costs due to prices dropping rather than increasing further
- (£36k) other small savings
- (£26k) delayed sheltered furniture replacement programme
- £391k increased fire prevention costs
- £91k additional BS Transformation costs
- £63k salary increases post Pay Review

Building Services:

- £341k salary adjustment between Management and Building Services for Pay Review
- £205k increase Property Servicing on heating

- £69k payments to tenants
- £45k reduction in income for renewable heat incentive
- £4k other small increases

Repairs & Maintenance: Overspend on the use of Sub-Contractors to support the Trades Team in completing a backlog of void and responsive jobs.

Interest Payable: Recalculation of charges include short term borrowing at 5.25%

3. HRA Capital

CAPITAL PROGRAMME 2023/24	Original Budget	Carry Forwards / Budget Adjustmen ts	Current Budget	Actual at end Q3	Full Year Forecast at Q3	Contractual Carry Forwards	Variance after Carry Forwards (underspen d) / overspend	Explanation of Significant Variances / Carry Forwards
HOUSING REVENUE ACCOUNT	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Housing Maintenance								
Planned maintenance	3,326	1,323	4,649	2,234	4,415		(234)	The overall maintenance budget will be completely spent or committed in 2023/24. This is subject to change whilst work to procure new contracts is carried out.
Other Maintenance Work	2,000	33	2,033	1,700	2,267		234	The overall maintenance budget will be completely spent or committed in 2023/24. This is subject to change whilst work to procure new contracts is carried out.
ICT Projects	163	44	207	120	325		118	Van tracker and scheduler scheme approx. £2k and renewal / upgrading of mobile devices for the Trades Team £7k. £8k required for NoiseApp purchase, set up and first year costs to be spent in 2023/24. A further quarter of the Acuity costs to be paid approx. £3k. The remaining budget is expected to be spent on Building Services IT requirements.
Environmental (Neighbourhood) Improvements	500	1,368	1,868	3	100	1,768	(1,768)	Community led projects have so far identified six sites for environmental works. Whilst we hoped to be able to commit all the money by year end, this has not been possible and the majority of spend will be carried forward due to project timelines.
Disabled adaptions to council dwellings	400	49	449	512	532		83	Budget increase of £83k required in 2023/24 to clear the backlog of Flush Floor Showers, Wet Rooms etc.
Horticulture and play equipment	220	130	350	-	-	350	(350)	This is a large project involving colleagues from the housing team and the wider organisation. The payment for the first planned works will take place later than March, so we will need to move the full budget over to 24/25 with the overall project probably going on until 25/26
New build programme inc acquisitions	802	6,853	7,655	565	895	1,761	(6,760)	Bulk for Babergh is New Builds at Uplands and S106 scheme at Lavenham which is currently on site and scheduled to complete in 24/25. Uplands is in early Design stage and likely to be onsite in 24/25. Monks Eleigh scheme £700k approx is currently on hold due to developer going into Administration. As per Business Plan from Assets team.
Total HRA Capital Spend	7,411	9,800	17,211	5,135	8,533	3,879	(8,677)	

4. HRA Reserves

BDC Reserves 2023/2024	Balance at 1 April 2023	Transfers to	Transfers from	Balance at 1 April 2024
	£'000	£'000	£'000	£'000
Working Balance	(1,000)			(1,000)
Strategic Reserves	(15,093)	(1,025)	1,218	(14,900)
Building Council Homes Programme (BHCP) Reserve	(20)			(20)
Big 20'	(96)			(96)
TOTAL RESERVE BALANCES	(16,209)	(1,025)	1,218	(16,016)

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Prudential Indicators Q3 2023/24

The Councils measure and manage capital expenditure and borrowing with reference to the following indicators.

It is now a requirement of the CIPFA Prudential Code that these are reported on a quarterly basis.

Capital Expenditure: The Councils have undertaken and are planning capital expenditure as summarised below. These figures have been updated for the carry forwards approved by the Cabinets on 10 and 11 July.

Babergh District Council	2022/23 Actual £m	2023/24 Forecast Outturn £m	2024/25 Forecast £m	2025/26 Forecast £m
General Fund	5.73	8.97	9.79	13.60
Council Housing (HRA)	11.49	10.38	13.66	14.28
Total Capital Expenditure	17.22	19.34	23.45	27.88

The main areas of General Fund spending are £6.9m for assets and investments (which includes £5.5m Babergh Growth, £1m CIL funded grants and £0.2m A1071 roadside commercial workspace development), £0.8m for general fund housing (which is disabled facilities grants) and £0.6m economic development, (of which £0.4m relates to Belle Vue).

There is a small decrease from Q2 to the General Fund Q3 Forecast for 2023/24 which reflects the likelihood of delivering schemes in line with their delivery programmes. Some schemes such as £1.9m A1071 Roadside Development, £1.5m Belle Vue and £1m for the Leisure Centre Renewals (Kingfisher & Hadleigh) and use of the Strategic Investment Fund £2.8m are now being forecast for 2025/26 as they are still in their design and procurement stages or have been held due to increased borrowing costs and Cabinets approval.

HRA capital expenditure is recorded separately, and the forecast includes £2.7m for new builds and acquisitions, £4.4m for planned maintenance and £2.3m for other maintenance. The decrease since Q2 is that some of the new build schemes have been delayed and have been reprofiled into future years (£0.6m) and £5m is no longer required.

Mid Suffolk District Council	2022/23 Actual £m	2023/24 Forecast Outturn £m	2024/25 Forecast £m	2025/26 Forecast £m
General Fund	12.32	8.46	24.62	18.67
Council Housing (HRA)	21.96	22.57	19.55	12.04
Total Capital Expenditure	34.28	31.03	44.16	30.71

The main areas of General Fund spending are £5.5m for assets and investments, £0.8m for general fund housing (of which £0.7m is disabled facilities grants) and £0.3m for operations, £0.2m of which relates to EV charging points.

The decrease from Q2 in the General Fund to Q3 Forecast for 2023/24 is largely due to robust monitoring of the Capital Programme and ensuring that scheme budgets are in line with their delivery programmes. Some schemes such as £1.5m leisure centre renewals and £6.7m for Mid Suffolk Growth will be carried forward to 2024/25 and 2025/26, subject to Council approval. The expectation that the £10.75m budgeted for Gateway 14 would be spent is no longer required.

HRA capital expenditure is recorded separately, and the forecast includes £16.9m for new builds and acquisitions, £2.8m for planned maintenance and £1.9m for other maintenance. The decrease since Q2 is that some of the new build schemes have been delayed and have been reprofiled into future years as they are still in the early stages of development and unlikely to complete the expected phases in 2023/24 and some will no longer go ahead (£24m).

Capital Financing Requirement: The Councils cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP repayments and capital receipts used to replace debt.

Babergh District Council	2022/23 Actual £m	2023/24 Forecast Outturn £m	2024/25 Forecast £m	2025/26 Forecast £m
General Fund	75.65	80.50	97.42	108.04
Council Housing (HRA)	94.42	94.68	94.68	101.60
Cumulative Capital Financing Requirement	170.06	175.18	192.09	209.64

Mid Suffolk District Council	2022/23 Actual £m	2023/24 Forecast Outturn £m	2024/25 Forecast £m	2025/26 Forecast £m
General Fund	85.20	82.66	126.03	132.17
Council Housing (HRA)	105.84	118.58	124.83	131.19
Cumulative Capital Financing Requirement	191.04	201.24	250.85	263.36

Gross Debt and the Capital Financing Requirement:

Statutory guidance is that debt should remain below the capital financing requirement, except in the short term. The Councils have complied and expect to continue to comply with this requirement in the medium term as is shown below.

Babergh District Council	31.3.2023 Actual £m	31.3.2024 Forecast Outturn £m	31.3.2025 Forecast £m	31.3.2026 Forecast £m	Debt at 31st Dec £m
Outstanding Borrowing (Debt)	(124.84)	(130.01)	(136.66)	(139.60)	(114.28)
Capital Financing Requirement	170.06	175.18	192.09	209.64	
Headroom	45.22	45.17	55.43	70.05	

Mid Suffolk District Council	31.3.2023 Actual £m	31.3.2024 Forecast Outturn £m	31.3.2025 Forecast £m	31.3.2026 Forecast £m	Debt at 31st Dec £m
General Fund					
Outstanding Borrowing (Debt)	(122.73)	(149.89)	(180.60)	(184.83)	(113.10)
Capital Financing Requirement	191.04	201.24	250.85	263.36	
General Fund Headroom	68.31	51.36	70.26	78.54	

Debt and the Authorised Limit and Operational Boundary: The Councils are legally obliged to set an affordable borrowing limit (also termed the Authorised Limit for external debt) each year. In line with statutory guidance, a lower “operational boundary” is also set as a warning level should debt approach the limit.

Babergh District Council	2023/24 Maximum debt at Q3 £m	2023/24 Debt at 31st Dec £m	2023/24 Authorised Limit £m	2023/24 Operational Boundary £m	Complied?
Outstanding Borrowing (Debt)	124.84	114.28	200.00	185.00	Yes

Mid Suffolk District Council	2023/24 Maximum debt at Q3 £m	2023/24 Debt at 31st Dec £m	2023/24 Authorised Limit £m	2023/24 Operational Boundary £m	Complied?
Outstanding Borrowing (Debt)	122.73	113.10	248.00	233.00	Yes

Since the operational boundary is a management tool for in-year monitoring it is not significant if the boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Proportion of Financing Costs to Net Revenue Stream: Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue.

The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants.

Babergh District Council				
	2022/23 Actual	2023/24 Forecast Outturn	2024/25 Forecast	2025/26 Forecast
General Fund - Financing Costs (£m)	2.00	3.19	4.33	4.05
General Fund - Proportion of Net Revenue Stream (%)	18.29%	25.60%	32.53%	31.63%
<hr/>				
HRA - Financing Costs (£m)	2.80	3.30	3.28	3.10
HRA - Proportion of Net Revenue Stream (%)	15.79%	17.37%	15.42%	14.41%
<hr/>				
Mid Suffolk District Council				
	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget
General Fund - Financing Costs (£m)	2.09	3.00	4.18	4.25
General Fund - Proportion of Net Revenue Stream (%)	14.26%	18.70%	24.87%	27.69%
<hr/>				
HRA - Financing Costs (£m)	2.79	4.65	4.85	4.51
HRA - Proportion of Net Revenue Stream (%)	18.00%	27.40%	24.82%	22.46%

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BABERGH DISTRICT COUNCIL

TO: Babergh Cabinet	REPORT NUMBER: BCa/23/43
FROM: Cllr Jessie Carter – Cabinet Member for Housing	DATE OF MEETING: 04 March 2024
OFFICER: Deborah Fenton – Director of Housing	KEY DECISION REF NO. CAB418

Update on the Regulator of Social Housing referral and our current compliance position

1. PURPOSE OF REPORT

- 1.1 To share with members the update on our recent meeting with the Regulator for Social Housing. In addition, to give members an update and context on our compliance report.

2. OPTIONS CONSIDERED

- 2.1 None

3. RECOMMENDATIONS

- 3.1 That members note the report.

REASON FOR DECISION

To ensure that members and senior leaders of the councils have oversight of the journey with the Regulator back to a position where we are compliant.

4. KEY INFORMATION

- 4.1 Central Government and the English Regulator for Social Housing are in the process of introducing new regulatory requirements on all social landlords, including local authority landlords of more than 1000 properties.
- 4.2 Following the diagnostic exercise on Compliance, which was started in 2020, a referral was made to the Regulator of Social Housing in November 2022 regarding concerns about compliance. As you are aware, this resulted in a regulatory judgement. The CEO, Deputy CEO and Director of Housing meet monthly with the regulator.
- 4.3 Following the commencement of our diagnostic around the compliance and the subsequent referral to the Regulator, significant progress has been made, including the following:
- Recruited a specialist to support us in carrying out procurement
 - Ensuring we have more robust data across all compliance areas, helping us to manage our properties better.
 - Reduction in outstanding compliance actions
 - Appointed a contractor to support us in addressing damp issues
 - Recruited to phase one of our compliance structure
 - Recruited an additional resource to support us in addressing complaints
 - Begun the Asset Management restructure.
 - Recruited an additional resource to support us with disrepair claims

5. REGULATOR FOR SOCIAL HOUSING

5.1 The Regulator for Social Housing is pleased with our progress and continuing plans to deliver full compliance. Meetings are held each month and discussions include:

- Compliance
- Damp and Mould
- Transformation

5.2 Meetings will continue until the Regulator is confident of our return to compliance.

5.3 Our compliance will be reviewed by an external auditor to give us and the Regulator assurance. We are in the process of putting this in place.

6. COMPLIANCE UPDATE

6.1 The table below shows the updated compliance position as of 02 Feb. 24.

6.2 It should be noted that the increase in some areas of compliance is due to not having the certification in place, the actual outstanding numbers will be available at Cabinet.

6.3 The increase in damp and mould is due to carrying out surveys and asking specific questions regarding damp and mould.

7. CONTRACTOR UPDATE

7.1 Members will be aware that our contract with Aaron Services (whole house contract) ended in August, the new contracts have now been mobilised and are progressing well.

8. LINKS TO CORPORATE PLAN

8.1 This report links with our ambition to ensure that *All our residents live in affordable and high-quality homes that enable them to build settled, safe and healthy lives.*

9. FINANCIAL IMPLICATIONS

9.1 Failure to improve and meet compliance could result in unlimited fines.

10. LEGAL IMPLICATIONS

10.1 Performance measurement is required to ensure members comply with the Consumer Standards within the Regulatory standards. Should the regulations be breached, the RSH may take action, including a fine or removal of assets.

11. RISK MANAGEMENT

11.1 Key risks are set out below:

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
Information required by the regulator for	1	2	Ensure evidence is stored, updated and can be easily accessed	Housing Transformation 004

compliance cannot be obtained on request, is of poor quality or lacks integrity			through the completion of action plans.	
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*Name of risk register where risk is currently documented and being actively managed, and its reference number

12. CONSULTATIONS

12.1 Consultation has been carried out with SLT, members and the Regulator of Social Housing .

13. EQUALITY ANALYSIS

N/A

14. ENVIRONMENTAL IMPLICATIONS

None

15. APPENDICES

None

16. BACKGROUND DOCUMENT

		NO. OVERDUE @ 01.12.23		NO. OVERDUE @ 08.12.23		NO. OVERDUE @ 15.12.23		NO. OVERDUE @ 31.12.23		NO. OVERDUE @ 07.01.24		NO. OVERDUE @ 21.01.24	
	COMPLIANCE AREA												
	HEATING												
1	GAS SAFETY CHECK (DOMESTIC) - BABERGH	73 (29)	↑	67 (27)	↓	67 (18)	↓	60	↓	44	↓	45	↑
2	GAS SAFETY CHECK (DOMESTIC) - MID-SUFFOLK	28 (18)	↑	17 (5)	↓	4 (9)	↓	6	↓	4	↓	21	↑
3	GAS SAFETY CHECK (COMMUNAL) - BABERGH	1	↔	1	↔	1	↔	0	↔	0	↔	0	↔
4	GAS SAFETY CHECK (COMMUNAL) - MID SUFFOLK	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	ELECTRICAL												
5	ELECTRICAL TESTING - DOMESTIC DWELLINGS - BABERGH	499	↓	461	↓	420	↓	299	↓	238	↓	179	↓
6	ELECTRICAL TESTING - DOMESTIC DWELLINGS - MID SUFFOLK	446	↓	431	↓	412	↓	344	↓	227	↓	147	↓
7	ELECTRICAL TESTING - COMMUNAL - BABERGH	11	↓	10	↓	7	↔	7	↔	5	↓	3	↓
8	ELECTRICAL TESTING - COMMUNAL - MID SUFFOLK	6	↓	6	↔	3	↓	3	↔	4	↓	3	↓
	FIRE SAFETY												
9	FIRE RISK ASSESSMENTS - BABERGH	0	↔	0	↔	0	↔	0	↔	10	↑	9	↓
10	FIRE RISK ASSESSMENTS - MID SUFFOLK	0	↔	0	↔	0	↔	0	↔	8	↑	7	↓
11	FIRE RISK ASSESSMENT ACTIONS / WORKS BY PRIORITY - BABERGH												
	(Immediate action) AA	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 8 weeks) A	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 18 weeks) B	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 52 weeks) C	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
12	FIRE RISK ASSESSMENT ACTIONS / WORKS BY PRIORITY - MID SUFFOLK												
	(Immediate action) AA	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 8 weeks) A	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 18 weeks) B	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	(Action within 52 weeks) C	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	SMOKE & CO DETECTOR INSTALLATION PROGRAMME												
15	DETECTOR PROGRAMME - BABERGH	72	↔	61	↓	54	↓	54	↔	43	↓	43	↔
16	DETECTOR PROGRAMME - MID SUFFOLK	80	↔	68	↓	56	↓	56	↔	39	↓	39	↔
	WATER HYGIENE												
17	WATER HYGIENE SERVICING / TESTING - BABERGH	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
18	WATER HYGIENE SERVICING / TESTING - MID SUFFOLK												
19	WATER HYGIENE RISK ASSESSMENTS - BABERGH	24	↓	24	↔	20	↓	20	↔	15	↓	6	↓
20	WATER HYGIENE RISK ASSESSMENTS - MID SUFFOLK	17	↓	16	↓	13	↓	13	↔	8	↓	3	↓
	ASBESTOS												
21	ASBESTOS REINSPECTIONS - BABERGH	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
22	ASBESTOS REINSPECTIONS - MID SUFFOLK	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
23	ACTIONS ARISING FROM REINSPECTIONS - BABERGH	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
24	ACTIONS ARISING FROM REINSPECTIONS - MID SUFFOLK	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	LIFTS												
25	LIFTS - SERVICING / TESTING - BABERGH	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
26	LIFTS - SERVICING / TESTING - MID SUFFOLK	0	↔	0	↔	0	↔	0	↔	0	↔	0	↔
	DAMP AND MOULD ENQUIRIES												
27	DAMP AND MOULD ENQUIRIES - NO. OF COMPLETED SURVEYS - BABERGH	11	↓	6	↓	3	↓	91	↑	90	↓	97	↑
28	DAMP AND MOULD ENQUIRIES - NO. OF COMPLETED SURVEYS - MID SUFFOLK	100	↓	94	↓	86	↓	159	↑	159	↔	163	↑

Performance Report

2023-24 Quarter Three

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Babergh District Council

Agenda Item

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This performance report covers the period from October to December 2023 (Quarter 3).

This report sets out how the council is performing against its six key priorities from the current Corporate Plan. The main body of the report is aligned to the 21 outcomes from the current Outcomes Framework, setting out notable achievements by teams across the organisation during the latest quarter.

A selection of Key Performance Indicators (KPIs) have been included to show a direction of travel (DoT). This provides an indication of the direction of performance against a comparable period.

This report also looks towards work in progress for the coming quarter, where planned activity for Q4 (January to March 2024) is set out towards the end of the report. This section also sets out the transitional arrangements for performance monitoring, following the adoption of Our Plan for Babergh - ***A more resilient and sustainable future for Babergh***, at full Council on 23rd January 2024.

[Appendix A - Our Plan for Babergh.pdf \(moderngov.co.uk\)](#)



Our Achievements

for Quarter Three

Customers

Outcome 1: All our customers are able to access high quality services and support

Customers are digitally included and can use technology to access services and advice

- The first digital skills session was launched in Holbrook, alongside cost-of-living information and support.
- 9 customers attended our digital skills sessions across the Babergh area.
- Live chat continued to be a popular choice for residents to engage with our customer services team since its implementation in Quarter 2. In Quarter 3 365 chats have been completed.
- From our quarter three Tenant Satisfaction Measure Survey, 312 tenants were surveyed and 77% of those tenants said they have internet access. Work continues to deliver digital skills sessions in sheltered housing schemes.
- Our new council website has been launched during Quarter 3 with refreshed content, improving ease of access for our customers.

Customers say the councils met their needs the first time they made contact

- We have started completing some customer journey mapping with our residents related to online forms to help us to redesign them in our digital platform from a customer perspective.
- 97% of customers who visited our Babergh customer access points over Quarter 3 said we were able to resolve their enquiry at the first point of contact.

Customers

Outcome 2: Residents have a voice - enabled to democratically engage and empowered to do so

Residents feel well informed about council services, activities and plans that may affect them

- Our 'Fuel Support' communications campaign launched, promoting support available to help people heat their homes and tackle fuel poverty. Information has been shared across social media, internal staff updates, tenant bulletins, as well as local parish publications to reach people who are not online.
- We teamed up with economic development and the Department for Work and Pensions (DWP) to combine our local Sudbury Jobs Fair with financial wellbeing support as part of Talk Money Week. Alongside numerous local employers, support was available from Citizens Advice, Barclays, Digital Skills and our Financial Inclusion team.
- We worked with Suffolk County Council to produce and distribute cost of living leaflets across the district, helping residents to find and access support.
- We continue to work with Anglian Water to progress the Social Water Tariff Referral Pilot.
- Development Management pre-application customer survey (which may include resident applicants) is open and live for response by enquirers

Customer and community needs are at the heart of service design and improvement, and they are engaged in testing and piloting new ideas

- ACE Anglia, an advocacy learning disability charity in Suffolk, supported us in testing our website. Approximately 8-10 customers provided feedback regarding their experience of the website and changes were made as a result.
- We have started completing some customer journey mapping with our residents related to online forms to help us to redesign them in our digital platform from a customer perspective.

Customers

Outcome 3: Residents are satisfied with Council services

Residents are satisfied that council services meet their needs

- 76% of customers who completed our telephone satisfaction survey said they were satisfied or highly satisfied with the service they received on the telephone.
- Further engagement work with tenants regarding complaints showed the main issues were around communications in relation to requests for housing services. A new module within the Housing Management system is now planned. This will require all officers to log and action tenant contact so that we have a fuller picture of service requests and the actions being taken.

Residents say the council listens and acts on feedback

- 48% of Babergh tenants surveyed during Q3 responded to say they are satisfied that we listen and act.

Residents have high-quality experiences and interactions with the councils

- We have been working on developing and testing our new complaints and freedom of information systems, ahead of the launch in Quarter 4. We have been working across the Council to ensure that we collect useful data within the system to ensure we can continuously improve our services based on customer feedback.

Wellbeing

Outcome 4: Inequalities are reduced for all groups

Residents age well with the best quality of life, having equal access to high-quality health and care services

- Officers continue to work with Ipswich Borough Council & East Suffolk Council to implement a strength and balance programme with Ipswich & East Suffolk Alliance across our districts and the area for 2023/24.
- The Council is supporting discussions between Sudbury's Sporting Memories group and leisure provider, Abbeycroft Leisure, to set up regular dementia friends' sessions to be held, open to all, within the centre of Sudbury.
- Community Infrastructure Levy (CIL) contributions are sought from all new housing developments. Implementation of Joint Local Plan (Policy Reference: SP08, LP30 and LP31) are now part of Development Management negotiation and decision making to secure strategic infrastructure provision, infrastructure and health provision.

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Every child has the best start in life

- Officers and local Councillors to Bildeston and surrounding areas, are exploring local transport provision for young people eligible for Holiday, Activity and Food (HAF) sessions within the district. Officers are engaging with the local schools and partners at Suffolk County Council to identify if there is a need for funded transport to be provided in the area.

Older people have a good quality of life

- Hadleigh Memories Café hosted an intergenerational Rock 'n' Roll themed disco on 5th October to celebrate Silver Sunday, a national older people's awareness day. The event was well attended, and activities included games, dancing and food.
- Sudbury Sporting Memories Group hosted an event with students from Thomas Gainsborough School to raise awareness about early onset dementia. The event drew around 60 attendees, and members of the group were interviewed live by BBC Radio Suffolk.

Wellbeing

Outcome 5: Residents have the best possible opportunities to improve their physical and mental health and well-being

Residents have improved mental health and well-being

- Youth Social Prescribing by 4YP has commenced within Holbrook Academy. Steering group meetings have reported initial successes as many students have been supported through drop-in break time, lunch clubs and pastoral room cover. Work is continuing with Suffolk County Council to put together a robust reporting system. A proforma is being discussed and agreed with The Mix and 4YP (For Young People) and is due to be completed by the next steering meeting.
- Abbeycroft have received funding to deliver their Stand Tall programme, which aims to assist young people with mental health issues. This 8-week programme takes place in Ormiston Academy and is currently supporting 19 young people.

Residents have improved physical health, with opportunities to participate in leisure and sport to improve their health and tackle obesity

- Hadleigh Pool & Leisure's bid for the Phase I (Revenue) of Government's Swimming Pool Support Fund was successful. The facility has been granted £115,620.00 to support with the increased pressures on utility costs.
- October 1st saw the launch of 'Feel Good Suffolk' (FGS), a behavioural change service to support people who want help to stop smoking, lose weight and become more physically active. Work levels remain extremely high while Phase 1 of the FGS offer continues to be delivered.
- Conversations have commenced regarding Active Week 2024 at Wells Hall Primary School in Great Cornard. After the success of last year and coming runner up at the Active Suffolk Awards for Active Primary School of the Year, the school are seeking funding to continue their work on introducing children to new activities.

Wellbeing

Outcome 5: Residents have the best possible opportunities to improve their physical and mental health and well-being

Residents live longer and healthier lives

- ActiveLives have been funded for a year to help support their Step-by-Step programme which is delivered for over 55's in Shotley and East Bergholt. The classes promote social inclusion in community settings while helping with falls prevention.
- Abbeycroft, in partnership with West Suffolk Hospital and allied Health Professional, have developed Waiting Well workshops to keep residents as well as possible as they wait for operations. The programme targets those on Trauma or Orthopaedic waiting lists.
- Implementation of Joint Local Plan (Policy Reference LP29 (active travel) LP24(1) and LP24(2) (g) and (i)) are now part of Development Management pre-application negotiations and application consideration

Wellbeing

Outcome 6: Families lead active, healthy, safe and independent lives and manage their own health and wellbeing

Residents are supported to help us tackle our most pressing public health challenges

- 'Active Mums' has successfully rolled out with Abbeycroft Leisure, a project which encourages healthy eating, information and increased physical activity to support expecting mothers in managing their weight gain and smoking cessation. Expecting mothers who exceed a healthy body mass index (BMI) threshold are referred in by local midwifery teams. So far, 8 clients with more than 50 attendances have been reported.

Residents with care needs have personalised support, independence and choice, enabling a good quality of life

- 5 providers at 6 different locations in Babergh were awarded funding for the District Council's October half-term activities, which included sports, arts and crafts, and a drop-in session for teenagers. Providers have worked with Suffolk County Council to roll out Suffolk Sourcing, the new booking platform for the Holiday Activity and Food (HAF) programme. Providers are encouraged to sign up to this platform to facilitate the funding application process moving forwards.
- The Eequ booking system, the new booking platform commissioned by Suffolk County Council, was used for the first time in the Christmas School holidays. Early indications show that it was a success with most providers using the system. The system will provide a better advertising strategy and more accurate and robust data for the next financial year.
- Christmas 2023 also saw the greatest number of providers delivering within this period (6 compared to 4 in Christmas 2022) and it also saw the greatest number of spaces available (646 compared to 477 in Christmas 2022).
- As previous data has recorded the Christmas holiday period as having the lowest uptake of activity spaces, the Council funded 150 food boxes which contained a full roast dinner and enough for dinner on Boxing Day for a family of 4 to be collected by families.

Wellbeing

Outcome 6: Families lead active, healthy, safe and independent lives and manage their own health and wellbeing

Residents are safeguarded and protected from harm

- Abbeycroft continues to provide free access initiatives to Home-Start, homeless, rough sleepers, and care leavers for those accessing lifestyle support services who cannot afford them. This offers discrete access to use the leisure centres for wellbeing and activities.
- November marked the White Ribbon 16 days of action. To raise awareness, a White Ribbon article was featured in working together with links to a series of free webinars, including a session delivered on Male victims of domestic abuse. A lunch and learn session on Domestic abuse was offered to all staff members in December, with 39 participants.

Residents and visitors are and feel safe in the districts

- Community Safety Officers attended two Community Engagement events in Hadleigh and Copdock to support the police in promoting the new model that is being rolled out in December, the partnership arrangements, and a questionnaire survey on Anti-Social Behaviour (ASB) /crime related issues.
- Officers continue to work with the Tenancy Management Team, Housing Providers and Suffolk Police to provide risk assessment data on ASB, Hate crime and community tensions to SERCO.

Environment

Outcome 7: Biodiversity is enhanced and protected

Biodiversity on council owned land is enhanced

- Revision of Biodiversity Action Plan currently taking place, finalising priorities and resource required
- Working with stakeholders such as Woodland Trust, Suffolk Wildlife Trust & Suffolk Tree Warden Network
- Communications around 'Call for Land' has been published during national tree planting week to identify land within the districts that can be used to increase biodiversity

Babergh increasing tree and hedgerow canopy cover contributes to biodiversity gain

- Successful bid for Local Authority Treescapes Fund to create scattered orchards
- **P** trees in Hadleigh
- **P** Planting commenced in late November 2023 using volunteer groups (e.g. HEAT) in partnership with Public Realm

Wild flower planting enhances the landscape in our districts

- Free trees, hedging and wildflower scheme open with many applications already received
- 11 applications for 41 trees and 1,620 whips
- Seeding of some areas to enhance benefits:
- 10 sites totalling 4,360 sqm

Biodiversity gain is optimised in new developments

- Babergh and Mid Suffolk's Joint Local Plan Part 1 2018-2037 Development Plan Document (DPD) was adopted in November 2023, and this includes up-to-date planning policies for the environment including biodiversity net gain in new developments.
- Joint Local Plan (Policy Reference LP16(e)) is now part of Development Management pre-application advice, negotiation and consideration in all planning decision making to secure a minimum 10% increase for biodiversity.

Environment

Outcome 8: Babergh has a low carbon footprint

Everyone in Babergh can access and use sustainable, net zero, transport options:

- Suffolk County Council (SCC) Highways, Rights of Way teams, the planning directorate (including the infrastructure team in respect of the Community Infrastructure Levy (CIL)), Milestone, Ipswich Strategic Planning Area (ISPA) group and all other relevant partners are working together to seek opportunities for, and help facilitate, the delivery of Local Cycling and Walking Infrastructure Plan (LCWIP) schemes.
- Supported several parishes with Bus Service Improvement Plan (BSIP+) funding bids, and submitted a district-led bid for a Dedham Vale hopper bus (including wrap-around service for commuters to/from Hadleigh and Manningtree rail station).

Everyone in Babergh understands the need to reduce carbon emissions and energy use - making sustainable choices:

- Encouraged and supported communities to make sustainable choices through our 'Community Climate Action Roadshow' held in October 2023. The Roadshow featured a series of drop-in style events which took place in Sudbury, Hadleigh and Holbrook, with a total of 275 people attending the Roadshows. The events made residents aware of low carbon choices by giving residents the chance to speak to local groups and organisations about climate action tips, initiatives, and opportunities in their area.
- Joint Local Plan (Policy Reference LP23 and LP20) are now part of Development Management pre-application advice, negotiation and consideration in all planning decision making to minimise the dependence of new development on fossil fuels

Environment

Outcome 8: Babergh has a low carbon footprint

New development will achieve high levels of energy efficiency, minimise carbon emissions and support green infrastructure and the Councils will maximise low carbon energy generation for council owned buildings:

- Renewable Energy Guarantees of Origin (REGO) backed energy purchased from EDF guaranteeing 100% from renewables
- New planning guidance to encourage developers to adopt low carbon options and energy efficiency measures
- Babergh and Mid Suffolk Joint Local Plan Part 1 2018-2037 Development Plan Document (DPD) adopted in November 2023, which includes renewable and low carbon energy generation, and green infrastructure.

Environment

Outcome 9: Babergh is a healthier, safer and sustainable place

Our communities reduce, reuse and recycle by default

- We supported a council-led event: Community Energy Event at Hadleigh in October, promoting recycling, food waste reduction and home composting.
- In November we attended Sudbury's Christmas Fair, promoting recycling and food waste reduction.
- We delivered a whole-school recycling assembly at Ipswich High School's prep school in November.

Local businesses are safe and healthy for residents and visitors

Page 55 Food Hygiene Ratings rated 5 across the number of food businesses for Babergh are reported as 88.14% in Q3.

Green and open spaces are safe and accessible, providing formal and informal activity and opportunities for all residents

- Green spaces are inspected daily whilst core duties are carried out, e.g. bin emptying and litter removal.
- Play areas are inspected weekly to ensure that they are safe and there are a number of play areas that have been identified for improvements.

Residents and visitors feel safe in our places and communities

- Babergh and Mid Suffolk Joint Local Plan Part 1 2018-2037 Development Plan Document (DPD) adopted in November 2023, which includes up-to-date planning policies that contribute to making a healthier, safer and sustainable place.
- Joint Local Plan (Policy Reference LP24(1) and LP24 (2) (c) and (f)) are now part of DM pre-application negotiations and application consideration.

Economy

Outcome 10: Babergh's places and economy are supported to be innovative, green and resilient

Babergh and Mid Suffolk have employment sites to meet demand, maximise business growth and opportunities and provide good quality jobs

- Babergh and Mid Suffolk Joint Local Plan Part 1 2018-2037 Development Plan Document (DPD) adopted in November 2023, which includes up-to-date policies supporting the economy and sustainable economic growth.
- Joint Local Plan (Policy Reference SP05, LP09 and LP10) are now part of Development Management pre-application advice, negotiation and consideration in all employment related planning decision making including in town centres.
- Ongoing work with Planning Policy and consultants to refresh the evidence base for employment land supply and demand
 - Continue to support plans for redevelopment of key employment sites including Vanners, Delphi, Brantham, Wherstead and Sproughton.
 - Supporting submission of planning application for new developments at the Eastern Gateway Enterprise Zone.
 - Progressing planning negotiations for Hadleigh Roadside Units A1071 , Starbucks land transaction being progressed

Babergh and Mid Suffolk's economy and places are supported to be a home for new ideas, creativity and innovation

- Innovate to Elevate programme with University of Essex delivery continuing with 2 projects now completed. The project is now fully committed with a good pipeline of new projects.
- Inward Investment website now placed first in a Google search for "Heart of Suffolk". Initial numbers are showing an increase in attendance and engagement in comparison to the economy pages on the old council site.
- Innovation newsletter sent each month to approximately 1,200 businesses. Additional communications sent regarding Storm Babet and Rural England Prosperity Fund grant programmes.
- Innovation Awards - planning started for the 2024 event.
- Engagement with key manufacturing businesses to introduce them to the New Anglia Advanced Manufacturing and Engineering (NAAME) local group.
- Planning commenced for delivery of B2B Food and Drink events delivered through Shared Prosperity Fund (SPF) funding.
- Draft evidence base for new economic strategy completed

Economy

Outcome 10: Babergh's places and economy are supported to be innovative, green and resilient

Our town centres are supported through regeneration and culture to be resilient, vibrant and creative places

- Delivery of the Incredible Moving Cinema in Sudbury - 24 screenings across 6 days and 1468 admissions. Ongoing work with Abbeygate Cinema and Sudbury Town Council to repeat this in February Half Term
- Working with Hadleigh Town Council to support Christmas Activity in the High Street via Welcome Back Funding.
- Begin planning for Sudbury Light Festival in February using external funds.
- Belle Vue – work to be progressed on opening up the frontage of the park. Modular café groundworks contractor to be appointed. CIL bid for £100k lodged. Planning Committee scheduled 10/01/2024. Operator procurement being scoped to commence Jan 2024
- Design phase started on Sudbury's Boundary Signage - Celebrating Sudbury's design, funded via Shared Prosperity Fund. Installation July 2024.
- Secured access to new Visitor Insight footfall data collection and analysis tool for key town centres to support better understanding of trends and behaviour and impact of events

Our places are growing visitor destinations with a wealth of cultural opportunities

- Action plan for Culture, Heritage and Visitor Economy Strategy finalised and costed with clear deliverables identified for year 1.
- Working with partners to complete a Suffolk Festivals and Events Strategy which provides an evidence-base to maximise Suffolk's opportunities and build the sector.
- Screen Tourism campaign developed with Visit Suffolk to promote TV and Film locations across Babergh with developed itineraries for overnight stays and day visits.
- Suffolk Visitor Economy Review started to assess the current landscape and identify the most effective, efficient, sustainable, and accessible model to promote and support the growth and development of Suffolks Visitor Economy

Economy

Outcome 10: Babergh's places and economy are supported to be innovative, green and resilient

Our districts benefit from strong and inclusive partnerships to deliver sustainable regeneration and economic growth

- Innovation Board continues to drive investment in innovation and economic growth in the District
- Ongoing engagement with a range of local, regional and national partners including Suffolk Culture Network, Suffolk Chamber, Growth Hub, Visit East of England, New Anglia Local Enterprise Partnership, Freeport East, Department for Levelling Up, Housing and Communities (DLUHC) and Arts Council England to ensure appropriate support for our districts
- Engagement with business National Farmers Union (NFU) and The Federation of Small Business (FSB) to gather business intelligence and build awareness of business support and grant programmes.
Direct engagement, support and visits with businesses.
Ongoing delivery of projects and workstreams for Freeport East – active involvement in Skills, Inward Investment and Innovation workstreams as well as supporting business rates and finance discussions

Economy

Outcome 11: We will become a growing area for Innovation, Enterprise and Creativity in the East

Our places and businesses can flourish and grow, by accessing high speed broadband

- Engagement with Vodafone to see how they can support Wi-Fi for our town centres.
- CityFibre Project Gigabit build partners have been appointed and delivery is in planning, with first connections expected in the summer.

Our places are home to a diverse network of spaces where residents can work and test new business ideas

- UK Shared Prosperity Fund (SPF) delivery ongoing with start up support, net zero consultancy and growth hub services commissioned to provide specialist business advice.
- Ongoing delivery of grant schemes including Suffolk Business Grants Scheme, Rural England Prosperity Fund and Business Innovation Support Scheme to support business growth
- Working with Sudbury Town Council to identify a suitable location for the fully funded Hypha Studios "ArtSpace" project

Our places and spaces are well connected with green and sustainable travel infrastructure

- Review underway in advance of the first anniversary of the solar car ports.
- Good Journey scheme launched promoting car free travel across the districts to visitor attractions. Discounts provided for car free visitors – 5 venues signed up so far.
- Submitted funding bid for £275k for reintroduction and expansion of Dedham Vale and Stour Valley Hopper Bus scheme to Suffolk County Council Bus Service Improvement Plan. Decision expected Feb 2024.

Economy

Outcome 12: Babergh communities are supported to be the best skilled workforce across the East with high levels of aspiration

Residents are supported to have the skills, knowledge and access to training and opportunities to access local jobs in key growth sectors

- Tender evaluation for County wide Adult and Youth UK Shared Prosperity Fund completed in December. Delivery (subject to contractual arrangements) to commence from April 2024.
- Jobs Fair organised by Department for Work and Pensions (DWP) with officers in attendance held at the Masonic Hall in Sudbury on 9/11/23.
- Working with DWP to review success of funding an office location to base a work coach in Hadleigh
- Working with DWP and other skills and training partners to scope programmes for delivery of final year of Shared Prosperity Fund (SPF) interventions
- Reviewing extension to funding of DWP work coach service in Hadleigh to ensure continuation of service
- Joint Local Plan (Policy Reference SP05(4)) is now given development plan weight in Development Management pre-application advice, negotiation and consideration in relation to employment related planning proposals.

Babergh and Mid Suffolk's growth and traditional core sectors are supported to flourish, expand and innovate

- Promotion of grants available to support business growth across our key sectors.
- Engagement with NAAME (New Anglia Advanced Manufacturing and Engineering group) to provide specialist support to businesses in the District.
- Reviewing draft final Food & Drink report and considering next steps for support for this sector including information gathering and initial conversations held around development of a programme of food, drink & makers engagement events.

Economic growth is inclusive with every resident given equal opportunity to participate and succeed

- Successful Community Infrastructure Levy (CIL) bid to close funding gap at Flatford Changing Places Facility. Build is 95% completed as of Q3 end.
- Launch of AccessAble scheme at The Hold on November 16th promoting Suffolk as an accessible destination. 5 more businesses surveyed and Disability Essentials training to be delivered to 100+ Tourism businesses across Suffolk

Communities

Outcome 13: Communities have the capacity and are supported and empowered with the infrastructure and skills to maximise opportunities and thrive

Community assets are optimised to create thriving communities

- The Community Infrastructure Levy (CIL) Bid Round 12 opened on the 1st October and closed on the 31st October. We received three community CIL bids for Babergh District Council.
- The fifteenth round of Neighbourhood CIL payments were made in October 2023 to parishes from CIL income received from the 1st April 2023 to September 2023. The total paid out to 27 town and parish councils within Babergh was £326,533.78.
- The CIL Expenditure Framework Joint Member panel was reconstituted in December for the sixth review of the framework. The joint member panel consists of eight members from across party from both councils. All the workshop material was issued to the joint member panel in December with scheduled workshop meetings for January 2024.
- Production of the Infrastructure Funding Statement was completed. This is a government return which details the amounts of CIL collected and the infrastructure projects that have been funded through the levy. The report also details Section 106 funding (Section 106 of the Town and Country Planning Act 1990; contributions can be sought from developers towards the costs of providing community and social infrastructure); monies collected and spent on infrastructure and community projects including ecological mitigation through the RAMS (Recreational disturbance Avoidance Mitigation Strategy). This report was published on our website in December and sent to the government on the 1st December 2023.

Communities

Outcome 13: Communities have the capacity and are supported and empowered with the infrastructure and skills to maximise opportunities and thrive

Community assets are optimised to create thriving communities

- Section 106 funding (Section 106 of the Town and Country Planning Act 1990; contributions can be sought from developers towards the costs of providing community and social infrastructure); funding of £108,491.16 was awarded to Hadleigh Town Council towards the improvements to Layham Road Sports Pavilion.
- 38 projects totalling £26,551.89 were supported through Locality Awards in Q3. This included a 'Minibat' wildlife acoustics song meter, Speed Indicator Devices, and a replacement bus shelter.
- 15 applications for Capital Grant funding from organisations in Babergh were received, and 8 were awarded funding following a competitive assessment process. A total of £52,893.78 has been allocated, including £1,263.40 of Section 106. This included play area improvements, insulation and replacement ceiling, and new sustainable fencing for community hub car park.
- Grant Officers have been preparing a video to promote community grants and offer tips to support applications for grant funding.
- The new Living Well in Winter fund was launched on 13th November. The fund has been established to support communities to thrive over the winter months as it aims to help community groups tackle issues faced over the winter period, such as increased social isolation and reduced physical activity, as well as the impact of the cost of living crisis on household budgets. 20 applications were submitted with all awarded funding, following a competitive assessment process. A total of £29,047.00 has been allocated to support projects including weekly coffee mornings and monthly film shows, lunch and warm winter social group, and warm social spaces.

Communities

Outcome 13: Communities have the capacity and are supported and empowered with the infrastructure and skills to maximise opportunities and thrive

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Communities are equipped and supported to be resilient, deliver local services and volunteer

- Employer Supported Volunteering Policy (ESV) went to Cabinet on 3rd October and was approved. The policy has been launched on the intranet and is continuing to be promoted internally.
- The Babergh Mid Suffolk District Council (BMSDC) Valuable Volunteers campaign ended with 54 nominations received for 40 groups. Based on the information gathered, it was estimated that staff members had volunteered in the districts for over 200 years and 18,000 hours in total. A thank you lunch was organised for nominated staff and relevant Voluntary, Community, Faith and Social Enterprise (VCFSE) groups were contacted to receive their donations.
10 members of the Communities team volunteered for a full day with the Befriending Project's Red Rose Community Farm in Lindsey, supporting the project by digging a pathway for their sensory garden, painting animal enclosures and fences, and cutting back and clearing hedging.
- A *"Let's Talk... Volunteering Policy and how it works FOR MANAGERS"* was delivered in December, with 17 staff members attending. Plans are underway for an all-staff session to take place during the Spring.
- An absence report for the new volunteer leave policy shows that there have been 9 instances of staff members using volunteer leave since the policy launched in late October. This equates to 71.35 hours or the equivalent of £1,417 (this is the actual cost based on each individual staff member's hourly rate). This figure means we are at approx. 2% uptake of staff making use of any volunteer leave to date. This is already in line with Suffolk County Council uptake, just two months after the launch.
- During Suffolk Action Week, the Communities Team supported Community Action Suffolk (CAS) at their stand at the Sudbury market to promote volunteer recruitment.

Communities are digitally connected with the right infrastructure and skills to minimise digital exclusion

- The first digital skills session was launched in Holbrook, alongside cost-of-living information and support.
- 9 customers attended our digital skills sessions across the Babergh area.

Neighbourhood Development Plans

(adopted Nov' 2023)

Great Waldingfield

Holbrook

Sproughton

Communities

Outcome 14: Our places and their communities are well connected and valued by residents and visitors

Residents actively participate in their local communities and work to improve them

- Six delegates participated in the first “ongoing professional development” session for the Mental Health First Aid (MHFA) cohort in October, and 7 delegates attended the second session in December which was based around Post-Traumatic Stress Disorder (PTSD) and trauma. A final session is scheduled to take place in February around the theme of neurodiversity.
- Officers attended the SALC (Suffolk Association for Local Councils) Conference to share the support and funding opportunities available to parish and town councils.
- A two-day Volunteer Management training course was delivered for volunteer coordinators of Voluntary, Community, Faith and Social Enterprise (VCFSE) groups in Babergh, with 10 organisations’ staff attending. The workshop addressed a variety of topics, including “volunteers and the law”, how to plan for, attract and retain volunteers, and how to handle challenging volunteer situations. Follow up 1-1 support for the group members is being provided.

Residents have positive relationships across communities

- 2 Food Development Officers, hosted by Community Action Suffolk (CAS), have begun support with food banks, community pantries and initiatives.
- Locality Officer attended a funding meeting with the Stour Valley Men’s Shed to share funding options and VCFSE support available to the group.

Residents have a sense ownership, belonging to, and pride in, their local communities

- The Rural Youth Project continues to deliver outreach youth work provision in rural locations across Babergh District. 56 sessions have run between August 2023 to December 2023 throughout the Babergh District. The number of young people engaging in Great Cornard has increased, with a regular group of young people engaging. Shotley has seen some positive engagement and will be looking to develop further sessions. 283 young people have engaged with the Inspire youth outreach project.

Communities

Outcome 14: Our places and their communities are well connected and valued by residents and visitors

Our communities are vibrant and well connected

- The Grants Team attended a 'Let's get Social' Social Enterprise conference at Ipswich Town Hall to learn more about the opportunities for local social enterprises and network. This supports the Shared Prosperity Fund (SPF) for Social Enterprise project and an aspiration to increase activity in the social enterprise space.

Our communities lead discussions on what is important to them and inform decisions to improve their quality of life

- Locality visits were held at Leavenheath and the Rural Coffee Caravan (Bures Common) to share information regarding the Communities Team, Funding and Planning with the community.

Residents and visitors feel safe in our places and communities

- Work continues in relation to a high-profile case to disrupt those concerned in the supply of class A drugs in the Sudbury area. Multi-agency meetings are taking place to gather evidence to support a potential partial closure order on a housing provider property.
- The Suffolk County Council (SCC) Community Safety Team officially approved Babergh Mid Suffolk District Councils (BMSDC) "Victim Impact Assessment-Pre-ASB Case Review" as a best practice for the entire county. As a result, district and borough councils across Suffolk will now employ this in their ASB (Anti-Social Behaviour) Case Review process.
- In support of National Hate Crime Awareness Week (14-18th October), officers and partners raised awareness about hate crimes, what they are, what can be done to prevent them, and how to report them.
- Officers attended a meeting with the Sudbury Community Policing Team (CPT) which have replaced the old Safer Neighbourhood Teams (SNT) to discuss the implications of the new policing model.

Communities

Outcome 15: Local places are inclusive, safe, and accessible for walking, cycling and public transport

Local places are inclusive, safe, and accessible for walking, cycling and public transport

- Babergh and Mid Suffolk Joint Local Plan Part 1 2018-2037 Development Plan Document (DPD) adopted in November 2023, which includes up-to-date policies supporting the delivery of infrastructure and creating safe and accessible places for walking, cycling and public transport.
- Officers continue to develop and support the work around the new Serious Violence Duty, taking a multi-agency approach to prevent and reduce serious violence. In addition to examining the evidence and insight from the Strategic Needs Assessment, the prepared draft strategy brings together the existing thematic groups that prevent and reduce crime and disorder in Suffolk.
- Officers attended an Anti-Social Behaviour (ASB) Multi-Agency Roundtable meeting for Hadleigh to discuss ways in which their organisations can assist in promoting traffic calming measures in Hadleigh, alongside delivering a reduction in ASB.

Residents access and enjoy a range of activities in their local community spaces

- Through active engagement and interventions, Suffolk Positive Futures is working with young people to provide outreach sports sessions that are available at Abbeycroft Leisure Centres or right on the young person's doorstep.
- Officers attended Activities Unlimited Short Breaks Grants Panel to assist with assessments of applications.
- Work is being done in collaboration with Abbeycroft to deliver a "Move More Outdoors" programme in 3 locations in Babergh.

Communities are green and environmentally attractive

- Officers supported Suffolk Climate Change Partnership by attending the Community Energy Networking Event on 8th November and hosting a stand to promote the community grants and support available for Community organisations.

Housing

Outcome 16: Residents are settled, safe and healthy in affordable and high-quality homes that meet their needs

Residents have access to quality affordable homes that meet their needs

- The published Babergh and Mid Suffolk Joint Authority Monitoring Report (December 2023), identified that between 1st April 2022 and 31st March 2023, there were 624 net dwellings completed, of which 156 dwellings were affordable.

Vulnerable and homeless residents have somewhere safe and appropriate to live and homelessness is prevented

- 70 prevention duties were accepted, with 52 successful prevention outcomes.
- 74% of prevention duties were successfully preventing homelessness with 12 residents being able to remain in their existing home and 40 were found alternative accommodation in social housing or in private rented sector.

Residents understand and can access the most appropriate options to get housing

- 368 Choice Based Lettings applications have been received.
- 9 Households have been rehoused in the private rented sector via Central Suffolk Lettings.

Housing

Outcome 16: Residents are settled, safe and healthy in affordable and high-quality homes that meet their needs

New homes are in high quality sustainable environments, served by jobs, community facilities, green spaces and effective transport links.

- 21 planning applications were approved in Q3, delivering 36 new dwellings.
- New homes are in high quality sustainable environments. Joint Local Plan (Policy Reference LP24) is now part of Development Management pre-application advice, negotiation and consideration in all housing related planning evaluation and decision making

Residents are able to live as healthy, safely, independently as possible in local communities

- 30 Minor Adaption Grants have been approved and 21 have been completed.
- 3 Disabled Facilities Grants have been completed.
- £391,323.04 of grant has been spent to date had been spent to helping residents to remain their homes and remain independent.

Residents live in high quality and safe homes

- 76% of tenants surveyed through Q3 for the Tenant Satisfaction Measures felt satisfied that they live in a safe home and 62% of tenants surveyed felt satisfied they live in a well-maintained home.

Housing

Outcome 17: Residents have a say in the future of housing

Residents are included and actively participate in how their areas are evolving and changing

- We engaged with 11 tenants at Cavendish and Minden around Anti-Social Behaviour (ASB) in their area, working alongside colleagues in communities and with partner agencies including the police and Citizens Advice.
- Our Statement of Community Involvement sets out our consultation and publicity arrangements for Development Management applications. We have publicised at least 285 applications in Q3 and sent at least 2900 neighbour letters receiving at least 760 responses. We are actively supporting Parishes and communities to prepare neighbourhood plans in 36 Parishes and other Neighbourhood Priority Statements in 15 communities.

Council tenants and leaseholders are involved in the management and improvement of their housing services

- We engaged with 136 tenants across both districts around improvements they would like to see in their neighbourhood, feedback on written communications in relation to the Energy Bill Relief scheme and reviewing our Recharge & ASB policies and our Rent increase letters. We have also surveyed tenants about satisfaction with complaint handling.

Tenants and leaseholders receive high quality services from our councils

- Through our Tenant Satisfaction Measure survey carried out for Q3 – 64% of Babergh tenants answered as satisfied overall with their landlord service.

Housing

Outcome 18: Homes are sustainable, with reducing carbon emissions, that are future proofed to meet resident needs

Residents have choice in the housing market with homes that meet their needs and are environmentally sustainable

- The published Babergh and Mid Suffolk Joint Authority Monitoring Report (December 2023), identified that between 1st April 2022 and 31st March 2023, there were 624 net dwellings completed and 4,290 dwellings to be completed with planning permission.

Babergh and Mid Suffolk's homes have improved energy efficiency

- 1 grant has been issued to improve energy efficiency of a property.
- Enforcement action has been taken against 7 properties to improve the energy efficiency.

Health of the Organisation

Outcome 19: Develop and implement a comprehensive 'People' Strategy that ensures we are a great organisation to work for, that our people are supported to learn and grow, energised and enabled to deliver our ambitions

Pay and Reward Project

- Completed Equality Impact Assessment and finalised pay proposals
- Went live in November with revised pay scales and backdated those increases to 1 April 2023.
- Carried out the relevant re-evaluation for roles as agreed, as part of the appeals process.
- Appeals have now been completed and the pay element of the Pay and Reward Project is now complete
- Finalised reward options and started procurement of additional reward benefits for go live April 2024

Equality, Diversity and Inclusion

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- Equality, Diversity and Inclusion training has now been delivered across the organisation and to Councillors. New starters will also receive training
 - Scoped out the work around Equality, Diversity and Inclusion process and policy review for commencement early February 2024
 - Work with Equality, Diversity and Inclusion champions continued across the organisation

Leadership and Management Development

- Both the Aspiring Managers and the Emerging Leaders programmes commenced. Excellent feedback has been received and candidates are also progressing with their ILM (Institute of Leadership and Management) qualification.

Policy and Process Review

- Policy review is continuing and the HR process review is also underway.

Health of the Organisation

Outcome 20: Provide robust effective management of the Councils finances. We will use our resources in a sustainable way and prioritise based upon our Corporate Plan





Financial activities of the Council were reported to Cabinet for the second quarter of 2023/24, covering General Fund Revenue, the Housing Revenue Account and the Capital Programmes for both funds. This included monitoring information on the Council's Prudential Indicators. The report noted that subject to any further budget variations that arise during the rest of the financial year, the projected surplus on the General Fund of £2.878m, and the projected overspend on the Housing Revenue Account. Compliance with the Prudential Indicators were also noted. The Treasury Management Strategy was also reported to and discussed at Joint Audit and Standards Committee.







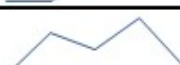



Our Direction of Travel

Quarterly Performance Indicators		2022/23		2023/24			Trend	Direction of Travel
		Q3	Q4	Q1	Q2	Q3		
Outcome 1 Customer Access	Recorded chatbot sessions	2026	2679	2472	2964	2289		Data Only
	Automated telephone sessions	912	973	394	589	857		Data Only
	Calls per day	542	619	556	495	498		Data Only
	Average wait time in seconds	224	179	151	153	154		31% reduction YTD
	Abandon rate	18	14	13	12	13		28% reduction YTD
	Failure rate on waste collections (Babergh)	0.06%	0.09%	0.07%	0.05%	0.04%		Reducing
Outcome 2 Engaged Residents	Average daily web visits	942	1550	1651	1224	1,076		14% increase YTD
	Facebook reach (Babergh)	126,647	117,574	89,614	72,715	128,500		Increasing
	X (formerly Twitter) impressions (Babergh)	53,000	68,500	131,900	49,900	58,330		Increasing
	Tenant Survey (quarterly) on feeling informed about decision-making		58%	63%	65%	65%		Data Only
Outcome 3 Resident Satisfaction	Compliments	53	40	52	43	57		Increasing
	(Stage 1) Complaints	193	261	242	238	290		Data Only
	Tenant Survey (quarterly) on whether the Council (as landlord) treats tenants fairly and with respect		63%	65%	67%	68%	New for 23/24	Data Only
	Tenant Survey (quarterly) on whether the Council (as landlord) listens and acts on feedback		44%	45%	51%	51%	New for 23/24	Data Only

Quarterly Performance Indicators		2022/23		2023/24			Trend	Direction of Travel
		Q3	Q4	Q1	Q2	Q3		
Outcome 16 Affordable and High Quality Homes	Affordable homes built or acquired for HRA (Babergh)	0	29	11	2	0		Data Only
	Households placed into temporary accommodation (Babergh)	39	47	51	61	57		Data Only
	Cases where homelessness has been prevented or relieved (Babergh)	53	40	65	86	64		Data Only
	Percentage of market share of building control applications (Babergh)	72	70	71	68	74		Increasing
	Number new applications of building control excluding AI's (Babergh)	112	160	176	121	145		Increasing
Outcomes 17 + 18, Engaged Residents/Tenants, and Sustainable Homes	Number of residents (and staff) engaged in community action days			22	97	20	New for 23/24	Data Only
	Number of tenants involved in codesign of services			122	204	136	New for 23/24	Data Only
	Improvement in Overall Tenant Satisfaction Survey results (Combined for both Councils, can be split)		59%	68%	64%	62%	New for 23/24	Data Only
	Average number of days for VOID relets (Babergh)	61	61	63	83	72		
	Number of properties relet (Babergh)	44	63	49	55	77		Data Only

Quarterly Performance Indicators		2022/23		2023/24			Trend	Direction of Travel
		Q3	Q4	Q1	Q2	Q3		
Outcome 7 Biodiversity	Trees planted as part of green canopy (Babergh)		79				Annual	Data Only
	Hedgerows planted through the planting scheme (Babergh)		1,695				Annual	Data Only
	Number of tree preservation orders (TPOs) determined (Babergh)	15	19	17	23	32	Monthly	Data Only
	Square metres of wildflower seeds distributed (Babergh)		1,200				Annual	Data Only
	Meadow Management Areas sqm (Babergh)		41,231				Annual	Data Only
Outcome 8 Climate Change	Number of EV charge points installed by Babergh (cumulative)	New	11	24	24	24	New for 23/24	Data Only
	Number of BMSDC owned houses that meet the EPPC standard or above (all to achieve by 2030)				4,147		New for 23/24	Data Only
	Carbon emissions from council owned buildings (gas consumption)	331 TCO2e	259 CO2e	247 TCO2e	151 TCO2e	330 TCO2e	Static	Data Only
Outcome 9 Healthy, Safe and Sustainable	Total garden waste subscribers (Babergh)	16,971	17,077	17,475	17,680	17,668		increasing
	No. of business waste customers (Babergh)	900	896	896	897	893		Data Only
	Contaminated recycling (Babergh)	13.40	15.40	13.56	14.19	17.13		Increasing
	Food safety hygiene ratings (Babergh)			88.09%	88.21%	88.14%	New for 23/24	Data Only
	Incidents of fly tipping (Babergh)	74	112	79	71	92		24% increase YTD
	Building control, reports in relation to dangerous structures (Babergh)			2	11	5		Data Only

Quarterly Performance Indicators		2022/23		2023/24			Trend	Direction of Travel
		Q3	Q4	Q1	Q2	Q3		
Outcome 13 Community Capacity	Total visits to the CAP (Sudbury, Shotley and Hadleigh)	520	596	512	536	393		24% reduction YTD
	Capital grant spent or allocated (Babergh cumulative)	£96,317	£31,092	£27,662	£37,662	£89,294		Data Only
	Small grant spent or allocated (Babergh cumulative)	£1,802	£0	£0	£5,000	£0		Data Only
Outcome 15 Inclusive, safe and accessible	ASB cases reviewed by the ASB partnership (Babergh)	9	6	17	9	0		Data Only
	New ASB cases received separate to those discussed with the ASB partnership panels (Babergh)	47	36	66	68	41		Data Only
	No of ASB cases open more than 6 months (Babergh) at end of Q	1.0%	1.0%	2	4	0		Data Only
Outcome 10 Support for Places and Economy	Town Centre Vacancy Rates 1 - Hadleigh (BDC)	11.40%	14.00%	13.00%	14.90%	12.00%		Data Only
	Town Centre Vacancy Rates 2 - Sudbury (BDC)	7.40%	7.00%	7.00%	9.00%	8.00%		Data Only

Quarterly Performance Indicators		2022/23		2023/24			Trend	Direction of Travel
		Q3	Q4	Q1	Q2	Q3		
Health of the Organisation and Other Statutory KPIs Page 80	Average number of days sickness per FTE (Cumulative)	5.67	8.05	1.96	4.14	7.14		Increasing
	Average number of days sickness per FTE (Actual for Quarter)	2.23	2.38	1.96	2.18	3.00		Increasing
	% of major applications processed 'in time' (13 wks., 16 wks. or within agreed Extension of Time/ Planning Performance Agreement) (Babergh)	92.90%	100.00%	100.00%	100.00%	100.00%		Data Only
	% of non major applications processed 'in time' (8 wks., or within agreed Extension of Time/ Planning Performance Agreement) (Babergh)	98.50%	94.40%	90.50%	91.80%	93.90%		Data Only
	Average time taken to process new claims and changes to claims (Babergh)	3.09	3.74	4.93	6.26	3.90		Reducing
	Average time taken to process new claims (Babergh)	13.82	18.50	18.50	18.73	14.34		Reducing
	Average time taken to process changes to claims (Babergh)	2.75	2.92	4.22	4.52	3.10		Reducing
	The level of Local Authority Error overpayments as a % of all housing benefit paid (Babergh)	0.22	0.22	0.11	0.09	0.06		Reducing
	HBOP Amount recovered in year to date as a % of HBOP Amount created in year to date (Babergh)	106.77%	116.80%	189.12%	147.62%	133.60%		Data Only
Council Tax % of total raised collected in year (Babergh cumulative)	84.03%	98.12%	29.19%	56.39%	83.76%		Data Only	
Business Rates % of total raised collected in year (Babergh cumulative)	84.20%	97.65%	27.60%	57.15%	82.35%		Data Only	



Our Plans for Quarter Four

Our Plan for Environment – “Revitalised and Improved”

- Develop a pilot project with The Routing Company to digitalise **demand responsive transport** delivered under Connecting Communities contract
- Install Electric Vehicle Charging Points (EVCP) at GoStart headquarters in Sudbury to facilitate their incoming new EV minibus
- Secure funding and progress delivery for **greener and healthier forms of travel**, through more Local Cycling Walking Implementation Plan (LCWIP) schemes. The current focus is Lavenham Green Willows to Hardwood Place new footpath link (small scale scheme), and Capel to Copdock cycle link (large scale scheme).
- Work with Town and Parish councils to arrange our attendance at events throughout the year, to continue to make sure residents are made aware of low carbon choices.
- Work closer with Schools in the district in relation to **climate change awareness**.
- Continue to help support local community groups to achieve their **sustainability goals**
- Provide residents the opportunity to **recycle** their real Christmas trees at collection points around the district and beside their brown bins.
- In March, we will lead a whole-school educational event for Science Week at Ipswich High School’s prep school, involving Master Composters and Suffolk Waste Partnership contractors (FCC and Suez Recycling and Recovery). The half-day event will **promote recycling**, food waste, energy from waste, and home composting.

Our Plans for Economy – “Thriving”

- Completion of refresh of Economic Evidence Base and start planning for new Economic Strategy
- Ongoing delivery of Suffolk-wide **business support** schemes funded via UK Shared Prosperity Fund (start-up, net zero, Growth Hub)
- Ongoing delivery of Innovate to Elevate programme including case study development
- Completion of mid-year reporting to government on UK Shared Prosperity Fund and Rural England Prosperity Fund
- Planning and development of a programme of food, drink & makers events
- Final Sign off of Food and Drink Sector Report
- Commence work on site at Flatford – Changing Places
- Love Exploring promotional window stickers with Quick Response (QR) code downloads distributed to businesses along the walking routes
- Ongoing work on AccessAble and Good Journey Scheme

Our Plans for Economy – “Thriving”

- Negotiation about delivery of ‘The Incredible Moving Cinema’ in Sudbury in February half term.
- Review of funding for office for Department of Work and Pensions (DWP) work coaches in Hadleigh.
- Working with Hadleigh Town Council to support Christmas Activity in the High Street via Welcome Back Funding.
- Begin planning for **Sudbury Light Festival** for early January 2023 using external funds.
- Belle Vue – working to be progressed on opening up the frontage of the park, modular café planning app being prepared. Awaiting outcome of Community Infrastructure Levy (CIL) bid.
- Hadleigh Workspace – freeze layout scheme ready for planning process. Progress with marketing for wider scheme.
- Consultation with agents, landowners and developers in relation to employment land review to inform Joint Local Plan Part 2.
- Sign off new contracts for Shared Prosperity Fund (SPF) countywide **skills projects** for 24/25 delivery; finalise wider SPF and Rural England Prosperity Fund (REPF) projects for 24/25 delivery; and continue receiving and reviewing grant applications under Basic Income Support for Sustainability (BISS), REPF and SPF.
- Installation of boundary signage in Sudbury.

Our Plans for Communities – “Resilient”

- Discussions are commencing on the Family Fun Days, which will be delivered in the 2024 school summer holidays. Last summer, the project delivered 3 events in Babergh, in **Shotley, Hadleigh and Sudbury**. The funding for the events is made available by Holiday Activity and Food Programme funding.
 - The outcome of the application for the Sport England Swimming Pool Phase II Capital Fund has been delayed until the end of January 2024.
 - Sixth review of the Community Infrastructure Levy (CIL) Expenditure Framework to be undertaken in January 2024 and presented to both full councils in March 2024. Valid CIL bids to be determined by both Cabinets in March 2024.
- Member and Parish workshop sessions to be held on CIL and project development.
Developing revised CIL rates with viability consultancy work.
- Plans for an all-staff session on “Let’s Talk... **Volunteering Policy** and how it works” are underway to take place during the Spring.
- A final Mental Health First Aider’s training session is scheduled to take place in February around the theme of neurodiversity.
 - Full Cost Recovery training is planned for the Voluntary, Community, Faith and Social Enterprise (VCFSE) in the spring 2024.

Our Plans for Communities – “Resilient”

- Start to roll out a Customer Relationship Management (CRM) module within the housing management system and training for officers who interact with our tenants to enable us to capture and action more customer communication and service requests. We hope that the benefits of this will be a **decrease in complaints**, improved record keeping for tenants and officers and ultimately increased satisfaction with how we listen and act.
- We will be jointly hosting a session with the Housing Ombudsman on 1st March with Ipswich Borough Council where we plan to invite tenants along to the session to hear about how the ombudsman service works.
- Carry out our final Tenant Satisfaction Measure survey for the financial year to enable us to report our results to the Regulator in June 2024.
- Deliver the next stage of **resident engagement** on a potential new housing site that the Council would deliver as a fully affordable scheme reflecting the Councils’ new Design Guide and Specification for sustainable homes.
- Review the Regulatory Reform Order (RRO) Policy and will include the revisiting the maximum of minor adaptation grants, look to introduce financial assistance to repair adaptations.
- Officers from the Community Safety Team will be running a training session to housing providers on closure orders in early February.
- Following on from the meeting with the Sudbury Community Policing Team (CPT) – officers have a meeting planned in January with the new Hadleigh CPT.
- A Domestic Abuse Training session for Councillors will be held in January.
- Officers will be supporting the Sexual Abuse and Sexual Violence campaign in February, the aim of which is to reduce and prevent exploitation of vulnerable groups, with activities currently being planned and co-ordinated with partners.

Agenda Item 11

BABERGH DISTRICT COUNCIL

TO: Cabinet	REPORT NUMBER: BCa/23/45
FROM: Sallie Davies – Cabinet Member for Planning	DATE OF MEETING: 4 th March 2024
OFFICER: Tom Barker Director Planning and Building Control	KEY DECISION REF NO. CAB471

COMMUNITY INFRASTRUCTURE LEVY (CIL) – CIL EXPENDITURE PROGRAMME MARCH 2024

1. PURPOSE OF REPORT

- 1.1 The CIL Expenditure Framework and the CIL Expenditure Framework Communications Strategy were adopted by Mid Suffolk and Babergh on 20th March 2023 and 22nd March 2023 respectively. These documents were also accompanied by the CIL Key Dates Calendar 2023/24 (see Background Papers).
- 1.2 The processes and governance around CIL expenditure is set out in these documents and the type of infrastructure that CIL monies can be spent on is set out in each Councils Infrastructure Funding Statement – Infrastructure List. (Background Documents refer).
- 1.3 CIL expenditure operates using a process of twice-yearly bid rounds which occur on the 1st - 31st May and 1st - 31st October each year. Once all the Bids have been validated, all valid Bids are then screened for the availability of s106 funds and other funding streams. Following this all valid Bids are prioritised using criteria set out in the CIL Expenditure Framework and recommendations on Valid Bids are included within a CIL Expenditure Programme for each District. The CIL Expenditure Programme for that District will be considered by that Councils Cabinet with decisions on all valid Bids either for Cabinet to make or for Cabinet to note (if the Bid has been determined using delegated powers).
- 1.4 This report seeks to obtain approval by Cabinet for Babergh's CIL Expenditure Programme – March 2024 which forms Appendix A to this report. This report contains the following 3 CIL Bids including the judgements around the assessment of those Bids (Appendix B).

2. OPTIONS CONSIDERED

- 2.1 There is a diverse spectrum of approaches to CIL expenditure across the country from Unitary Authorities who have absorbed CIL into their individual Capital Programmes to others who ringfence all funds to be spent locally. A range of different approaches was identified in Appendix A of the Framework for CIL Expenditure report provided to Cabinet's on the 5th and 8th of February 2018 and discussed in full during the workshops with the Joint Member advisory panel. Members adopted the original

Framework documents set out in paragraph 1.1 above by Council decision in April 2018. These were subsequently reviewed and adopted by both Councils on:-

- First Review - March 2019
- Second Review – April 2020
- Third Review – March 2021
- Fourth Review – 21st July 2022 (Mid Suffolk) and 6th October 2022 (Babergh)
- Fifth Review - March 2023
- Sixth Review – Occurred in Winter 2023; likely to be considered by both Councils in March 2024

3. RECOMMENDATIONS

3.1 That the CIL Expenditure Programme (March 2024) and accompanying Technical Assessments of the following CIL Bids (forming Appendices, A and B) be approved (including decisions on these CIL Bids for Cabinet to make/or note) as follows: -

Decisions for Cabinet to approve: - Ringfenced Infrastructure Funds (Long Melford)

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
B23-12 LONG MELFORD Cordell Place Play Area	Amount of CIL Bid £97,437.31 Total cost of the project £129,946.26 (excluding VAT) Total of other funding £12,942.08 - S106 funding £19,566.87 – Parish Council	Recommendation to Cabinet to approve CIL Bid B23-12 for £97,437.31 from the Ringfenced Infrastructure Fund

Decisions for Cabinet to approve: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
B21-07 SUDBURY Belle Vue Toilets/Changing Places Facility and improvements to car park/walls	Amount of CIL Bid £240,570.00 Total cost of the project £533,329.31 (eligible costs excluding VAT) Total of other funding BDC Council Reserves £292,759.31	Recommendation to Cabinet to approve CIL Bid B21-07 for £240,570.00 from the Local Infrastructure Fund

Delegated decisions for Cabinet to note: - Ringfenced Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
B23-08 BRANTHAM Merriam Close Play Area Upgrade	Amount of CIL Bid £3,833.47 Total cost of the project £5,111.29 Total of other funding:- Parish Council £1,277.82	Recommendation to Cabinet to note this approved CIL Bid B23-08 by delegated decision for £3,833.47 from the Ringfenced Infrastructure Fund

- 3.2 Cabinet are also asked to note and endorse this CIL Expenditure Programme which includes the position in respect of approved CIL Bids from Rounds 1 to 11 inclusive (Appendix A Section B) together with details of emerging infrastructure /CIL Bids (Appendix A Section C).

REASON FOR DECISION

Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11th April 2016. The CIL Expenditure Framework (originally adopted in April 2018) has been reviewed with amendments adopted by both Councils in March 2019, April 2020, March 2021, July 2022 (Mid Suffolk) October 2022 (Babergh) and in March 2023. The CIL Expenditure Framework requires the production of at least two CIL Expenditure Programmes for each District (per year) and contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting growth is delivered.

4. KEY INFORMATION

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

- Bid round 12 opened on the 1st October 2023 and closed on the 31st October 2023. All new Bids received to date have been acknowledged. Under the CIL Expenditure Framework all Bids are examined and validated, and where valid they are then screened, consulted upon, and assessed against prioritisation criteria (under the agreed procedures). The decisions are then presented to Cabinet to make and/or note (where delegated decisions have been made). These are included in the CIL Expenditure Programme with the Technical Assessments, and both are presented to Cabinet to consider.
- This CIL Expenditure Programme document focuses on the following 3 CIL Bids. Further key information about these Bids is set out below (augmented by the assessments and conclusions contained in the Technical Assessments which justify the recommendations to Cabinet (Appendix B): -

CIL Bid, Parish and type of proposed infrastructure	Key Information and whether CIL Bid falls within the CIL Expenditure framework and is contained within the current Infrastructure Funding Statement – Infrastructure List for Babergh. Recommendation to Cabinet to approve or for Cabinet to note.
B23-08 BRANTHAM Merriam Close Play Area Upgrade	Brantham Parish Council, after consultation with local residents are proposing to upgrade and provide additional equipment to the play area at Merriam Close, to widen the age range and abilities which this play area caters for. The Parish Council will achieve this by installing a new cradle swing at Merriam Close as well as new ground surfacing to improve safety and ensure that the site can be used. Using

<p>CIL Bid funding element = 75%</p> <p>Total project costs</p> <p>£5,111.29 (exclusive of VAT)</p>	<p>new sustainable materials to ensure longevity and equipment will ensure easier maintenance.</p> <p>Brantham Village stretches along the busy A137 and the Parish Council has identified a need to ensure that the play areas provided for the local families offer the best facilities available and has taken the feedback from local residents on board when deciding to upgrade the play areas. It is anticipated that with the provision of a cradle swing at Merriam Close play area, it will provide a more diverse and age-appropriate area for children of all abilities. This will also ensure that the area continues to be utilised not only by the local residents but also by those in the surrounding area.</p> <p>The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as it lies within the community threshold parameters and within the Infrastructure List for Babergh (within the Infrastructure Funding Statement).</p> <p>Recommendation is for Cabinet to note the delegated decision for CIL Bid B23-08 for £3,833.47</p>
<p>B23-12</p> <p>LONG MELFORD</p> <p>Cordell Place Play Area</p> <p>CIL Bid funding element = 75%</p> <p>Total project costs</p> <p>£129,946.26 (exclusive of VAT)</p>	<p>Long Melford Parish Council after consultation with local residents are proposing to upgrade and provide additional equipment to widen the age range and abilities which the Cordell Place play area caters for, including team play. Currently the Play Area is owned by Babergh District Council and Long Melford Parish Council and in the process of negotiations for a lease for the area. The Parish Council will achieve this by removing the existing equipment and creating an inclusive and accessible area (which will include sensory play equipment), create a safe enclosed area for the under 5s and include provision of equipment for team games (five-a-side goals). A path will be created to provide entry to the accessible and under 5s area enabling wheelchairs users and pushchairs to easily navigate the play area. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.</p> <p>The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as it lies within the community threshold parameters and within the Infrastructure List for Babergh (within the Infrastructure Funding Statement).</p>

	Recommendation is for Cabinet to approve CIL Bid B23-12 for £97,437.31 (subject to a lease of not less than 25 years being signed)
<p>B21-07</p> <p>SUDBURY</p> <p>Belle Vue Park Toilets/Changing Places Facility and improvements to car park/wall.</p> <p>CIL Bid funding element = £240,570.00</p> <p>Total project cost £706,514.31</p>	<p>The planning application which recently received the benefit of planning permission and which relates to this CIL Bid, is for the erection of a café and toilet block including outdoor seating area (following demolition of existing toilet block) at Belle Vue Park in Sudbury. This CIL Bid relates to a request for 100% of the funding of the toilets and changing places facility together with a proportioned amount for the ground works for the toilets, drainage and electrical provision for the toilets, works to a nearby wall and the re-cambering of the car park only). All of these elements of the project are classed as infrastructure and lie within the CIL Expenditure Framework and are eligible for funding. The toilets and changing places facility doors open onto Belle Vue Park, making them available for use by the local community and visitors to the park, accessible to all, not just those using the café. On this basis and as the proposal has been submitted by the Council as an infrastructure provider, the amount of funding is not limited. However, no District CIL is being used for any part of the works involved in the cafe as the CIL Expenditure Framework does not allow the use of District CIL for any business purpose.</p> <p>The park has an estimated footfall of around 3,000 to 4,000 visits per month (seasonal variances) and is a very well used facility in a prominent location within the town. Supporting this park in Sudbury with new toilet provision which includes a Changing Place facility will assist residents and visitors to the town during their stay.</p> <p>Recommendation is for Cabinet to approve CIL Bid B21-07 for £240,570.00</p>

4.2 This CIL Expenditure Programme also provides an up-to-date progress position on all those CIL Bids which have previously been approved in Bid rounds 1 to 11 (inclusive) together with a section which outlines the progress of emerging CIL Bids which are being discussed at pre submission stage (Appendix A).

5. LINKS TO OUR PLAN FOR BABERGH

5.1 The effective spending of CIL monies will contribute to those priority areas listed below, that the Council identified in the Our Plan For Babergh which sets out a vision approach and strategic priorities for the Council for the period 2023-2031(Climate Change, Lack of Infrastructure, Transport and Communities and Well Being).

6. FINANCIAL IMPLICATIONS

- 6.1 The adopted CIL Expenditure Framework is critical to the funding of infrastructure to support inclusive growth and sustainable development.
- 6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Before 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 September 2019, new CIL Regulations were enacted, with the CIL 123 Lists being abolished, and in order to provide clarity given this changing situation, each Council adopted a CIL Position Statement containing a list of infrastructure that it would spend its CIL monies on. The authority for this was provided by a Council decision in March 2019 when the first review of the CIL Expenditure Framework was undertaken, and a revised scheme was agreed (by both Councils). The CIL Position Statements were identical for both Councils.
- 6.3 However, these replacement documents (known as the CIL Position Statement) were replaced by separate Infrastructure Funding Statements (Infrastructure List) for both Councils. The last iteration of each Council’s IFS were produced and published in December 2023.
- 6.4 CIL is collected and allocated in accordance with the CIL Regulations 2010 (as amended). Each Council retains up to 5% of the total CIL income for administration of CIL. From the remainder, 15% is allocated to Parish or Town Councils (subject to a cap) but where there is a made Neighbourhood Plan in place this figure rises to 25% (without a cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the CIL Neighbourhood funds through consultation with the Parish.
- 6.5 Since the implementation of CIL for both Councils on the 11th April 2016 there have been fifteen payments to Town/Parish Councils; these have taken place in October 2016, April and October 2017, April and October 2018, April and October 2019, April and October 2020, April and October 2021, April and October 2022 and April and October 2023. At the time that the Neighbourhood payments are made, the 20% set aside for the Strategic Infrastructure fund is also undertaken. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. In addition, money is also stored in a Ringfenced Infrastructure Fund (explained in Paragraph 6.7 below). As this accounting requires Finance to verify the figures, daily accounting in this way would be too cumbersome and resource hungry to carry out. There is no adverse impact on the Bid Round process or cycle to this method of accounting. Indeed, these dates work well with the Bid round process. (Paragraph 1.3 refers).
- 6.6 The remaining 80% of the CIL monies comprises the Local Infrastructure Fund (with the exception of the monies held in the Ringfenced Infrastructure Fund - explained in paragraph 6.7 below).

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

6.8 **Available CIL Funds as at the 30th September 2023 for Cabinet decisions/noting in March 2024**

INFRASTRUCTURE FUND	AVAILABLE BALANCE
Strategic Infrastructure Fund	£3,029,236.74
Ringfenced Infrastructure Fund	£6,551,133.28
Local Infrastructure Fund	£3,672,386.13

6.9 **Total Funds allocated to Infrastructure projects since 2018.**

INFRASTRUCTURE FUND	TOTAL OF COLLECTED INCOME	TOTAL ALLOCATION	TOTAL ALLOCATED (UNDERSPEND OR DEADLINE EXPIRY)	PERCENTAGE OF FUNDS RECEIVED ALLOCATED TO PROJECTS
STRATEGIC INFRASTRUCTURE FUND	£3,522,570.47	£531,103.56	£37,769.83	14%
RINGFENCED INFRASTRUCTURE FUND	£7,205,500.17	£659,232.67	£4,865.78	9%
LOCAL INFRASTRUCTURE FUND	£5,740,988.33	£2,283,198.48	£214,596.28	36%

7. LEGAL IMPLICATIONS

- 7.1 Both the original and amended CIL Expenditure Frameworks are legally sound and robust. A legal representative from the Councils Shared Legal Service has been directly involved in the majority of the reviews and has reviewed the documentation and changes in these reviews.
- 7.2 This report and the accompanying CIL Expenditure Programme for Babergh District Council – March 2024 – Appendix A (including the Technical Assessments comprising Appendix B) have also been endorsed as being sound and legally compliant by the Councils Shared Legal Service.
- 7.3 Governance arrangements agreed in April 2018 and which have remained largely unchanged are part of all successive reviews of the CIL Expenditure Framework; they are clear in respect of the determination of these Bids. They are Cabinet decisions (above £10,000) and there is provision for delegated CIL Bid decisions which Cabinet are asked to note (under £10,000).
- 7.4 Regulation 62 of the CIL Regulations 2010 (as amended) required CIL charging authorities to publish monitoring statistics for collection allocations and expenditure of CIL monies by the 31st of December for each year. The 2017, 2018 and 2019 Monitoring Report for Babergh are published on the website (see below).

<https://www.babergh.gov.uk/documents/54707/115216/BDC+Monitoring+Report+2016-2017.pdf/373f65bc-e268-eed6-9213-652534a211e0?t=1685015036600>

<https://www.babergh.gov.uk/documents/54707/115216/BDC+Monitoring+Report+2017-2018.pdf/41308abd-a605-ec42-f58e-bab31771e1fe?t=1685015037006>

<https://www.babergh.gov.uk/documents/54707/115216/BDC+Monitoring+Report+2018-2019.pdf/32cb5a27-963e-01f8-a502-1e2616eae68e?t=1685015037351>

- 7.5 Under the new CIL Regulations 2019, each Council has produced and approved an annual Infrastructure Funding Statement (dealing with both income and expenditure for both CIL, s106 developer contributions and Neighbourhood CIL). There is also a requirement for each Council to produce an “Infrastructure List” – a list of infrastructure projects that each Council is /or will be funding going forward. (Under the new CIL Regulations this must be produced annually by both Councils to meet a deadline of 31st December each year. This also has to be submitted to the Government as a yearly return.
- 7.2 For Babergh the current Infrastructure Funding Statement (which includes the “Infrastructure List”) was published on the Councils Website in December 2023.(Background Papers refer).

8. RISK MANAGEMENT

- 8.1 Key risks are set out below (taken from the Strategic Planning Operational Risk Register as follows):

Key Risk Description	Likelihood 1-4	Impact 1-4	Key Mitigation Measures	Risk Register and Reference*
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Development may be unsustainable if we do not secure investment in infrastructure. Here is a risk that Infrastructure is not delivered where it is needed.	3	2	Infrastructure needs are detailed through a published Infrastructure Delivery Plan (IDP), which is updated periodically.	Strategic Planning Operational Risk register 18
Level of Community Infrastructure Levy (CIL) being charged is low. There is a risk that insufficient funds would be available for critical and essential infrastructure.	3	3	Publish revised CIL Charging Schedules for consultation.	Strategic Planning Operational Risk register 19
Unable to progress CIL Charging Schedules to Examination and Adoption. There is a risk that insufficient funds would be available for critical and essential infrastructure.	2	3	Be clear on the purpose and content of the CIL Charging Schedules prior to consultation.	Strategic Planning Operational Risk register 20
Non-payment of CIL or non-collection of s106 payments. There is a risk that Insufficient funds would be available for infrastructure.	3	3	Appointment of a Debt recovery officer in 2021 to ensure improved recovery of CIL and s106 debt.	Strategic Planning Operational Risk register 21
Planning reforms meaning changes to the	3	3	Ensure prepared for any forthcoming changes.	Strategic Planning Operational

development plan system and infrastructure delivery resulting in different approaches needing to be followed. There are risks that Changes to the plan-making process and the replacement of CIL with an Infrastructure Levy.				Risk register 22
Absence of clarity on where expenditure is to be made as a result of plans and strategies being incomplete or out-of-date. There is a risk that 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.	2	3	Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Joint Corporate Plan, the emerging Joint Local Plan with associated Infrastructure strategy and Infrastructure Delivery Plan and Infrastructure Funding Statement will ensure that infrastructure across both Councils is addressed.	Strategic Planning Operational Risk register 33
Failure to produce a yearly Regulation 62 report would result in non-compliance with the CIL Regulations 2010 (as amended) and may mean that Members and	1	2	The Infrastructure Team produces the required report which is checked and verified by Financial services/open to review by External Audit. Reminders are set to ensure the report is published by the statutory date. The format of the Monitoring	Strategic Planning Operational Risk register 34

<p>the public are not aware of CIL income and expenditure activities. Under the CIL Regulations 2019 an annual Funding Statement is required to address CIL and s106 developer contributions and a list of infrastructure projects ("Infrastructure List"). Failure to do so will also result in non-compliance with the CIL Regulations (as amended).</p>			<p>report which in future will be known as the annual Infrastructure Funding Statement (IFS) is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented</p>	
<p>Failure to monitor due to an absence of staff undertaking this task. There is a risk that failure to monitor expenditure may result in CIL expenditure not being effective.</p>	2	3	<p>The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that a twice yearly (at least) CIL Expenditure Programme will be produced which will include details of all allocated and proposed CIL expenditure and this together with the software will be used for effective monitoring.</p>	<p>Strategic Planning Operational Risk register 35</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</p>	2	3	<p>The Infrastructure Team will continue to monitor all allocations of CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure the</p>	<p>Strategic Planning Operational Risk register 36</p>

<p>Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>			<p>level set remains appropriate.</p>	
<p>If 25% Neighbourhood CIL is automatically allocated to any Parish/Town Councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient CIL Funding to allocate to the Strategic Infrastructure Fund and also the risk that there would be insufficient Local Infrastructure Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>2</p>	<p>3</p>	<p>The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and other CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>	<p>Strategic Planning Operational Risk register 37</p>
<p>If commencements of major housing developments were not correctly monitored or the incorrect</p>	<p>2</p>	<p>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</p>	<p>Strategic Planning Operational Risk register 38</p>

apportionment of CIL monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result.			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.	
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Assurances (for collection of CIL monies)

8.2 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 .

8.3 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).

8.4 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 Director Planning and Building Control and Interim Director Communities and Wellbeing) 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)

- 8.5 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.
- 8.6 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.
- 8.7 On the 19th September 2019, a report was prepared for consideration by Joint Overview and Scrutiny Committee 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 and Scrutiny Committee 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.
- 8.8 In line with the sixth review of the CIL Expenditure Framework which took place in Winter 2023, the Joint Member Panel Members have signalled their recommendation for both Councils to consider a seventh review during Bid round 14 (October 2024) so that any changes could be in place before Bid round 15 commences in May 2025. This matter will be considered when the changes to the CIL Expenditure Framework (following the sixth review) are considered by both Councils in March 2024.

9. CONSULTATIONS

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

- Parish Council
- Division County Councillor

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

9.3 Regular Parish events and Member briefings will continue to be held to familiarise all with the CIL Expenditure Framework and how we can continue to work together to provide infrastructure for the benefit of our communities.

10. EQUALITY ANALYSIS

10.1 See attached Screening report.

11. ENVIRONMENTAL IMPLICATIONS

11.1 It is important that appropriate infrastructure mitigates harm which could be caused by new development without its provision. CIL is one way in which infrastructure is provided and the CIL Expenditure Framework requires two bid rounds per year supported by the provision of a CIL Expenditure Programme for each Bid round (at least twice per year). There is no EIA Assessment required.

12. APPENDICES

Title	Location
(a) Appendix A – CIL Expenditure Programme for Babergh – March 2024	Attached
(b) Appendix B – Technical Assessment of CIL Bids – March 2024	Attached
(c) Appendix C – Screening Report for Equality Analysis (EQIA)	Attached

13. BACKGROUND DOCUMENTS

13.1 The CIL Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Infrastructure Funding Statement (including the Infrastructure List) together with the Key CIL Calendar dates for 2023/24 constitute background papers for this report. The original documents were adopted by both Councils in April 2018. They were reviewed, amended and adopted by both Councils in March 2019, April 2020, March 2021, July 2022 (Mid Suffolk) and September (Babergh) 2022 and March 2023.

13.2 The following documents represent background documents to this report: -

- Current CIL Expenditure Framework

[66c1b676-37fe-2acf-516f-61db9b627937 \(babbergh.gov.uk\)](https://www.babergh.gov.uk/66c1b676-37fe-2acf-516f-61db9b627937)

- Current CIL Expenditure Framework Communications Strategy.
[8e6cf5c7-7388-6aa9-8c0f-c575e097a5ef \(babergh.gov.uk\)](https://www.babergh.gov.uk/8e6cf5c7-7388-6aa9-8c0f-c575e097a5ef)
- Current Key CIL Calendar dates – 2023/24
[6940d595-3511-6b24-4147-59f376f1c94c \(babergh.gov.uk\)](https://www.babergh.gov.uk/6940d595-3511-6b24-4147-59f376f1c94c)
- Infrastructure Funding Statement for Babergh – December 2023
[appendix-b-bdc-ifs-22-23-infrastructure-list \(babergh.gov.uk\)](https://www.babergh.gov.uk/appendix-b-bdc-ifs-22-23-infrastructure-list)

14. REPORT AUTHOR

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The Community Infrastructure Levy (CIL) Expenditure Programme

Babergh District Council

March 2024

Appendix A

CIL EXPENDITURE PROGRAMME March 2024.

KEY FACTS

- The CIL Expenditure Framework, the CIL Communications Strategy were revised, and changes were approved on the 20th March 2023 by Mid Suffolk and by Babergh on the 23rd March 2023. A Key date for CIL calendar document 2023/24 is published on the website following this decision. The current documents can be viewed on the web site using the following hyperlink
https://www.babergh.gov.uk/documents/54707/115216/Appendix+A+The+CIL+Expenditure+Framework+Babergh+and+Mid+Suffolk+Final+amended+March+2023_.pdf/66c1b676-37fe-2acf-516f-61db9b627937?t=1684840147720
- Bid Round 12 (for Infrastructure providers including Officers from Babergh and Mid Suffolk, Parishes and Community Groups) occurred between the 1st to 31st October 2024. Previous bid rounds were in May and October in years 2018 to 2023 inclusive.
- The above documents contain the processes, criteria for consideration and governance of the scheme which includes the production of a CIL Expenditure Programme (at least twice yearly – after each Bid Round). This document contains the decisions to be made by Cabinet on Bids and for Cabinet to note decisions which have been made under delegated powers (all as detailed in the Governance section of the CIL Expenditure Framework)
- 20% of all CIL collected (after the 5% Admin charge and the Parish apportionment has been deducted) is being saved for Strategic Infrastructure expenditure (definition in the CIL Expenditure Framework).
- Infrastructure for new housing growth (ten dwellings and over) is prioritised in the CIL Expenditure Framework and the CIL monies collected against such schemes are saved in a different Ringfenced Infrastructure Fund in order that these monies are available for infrastructure for those housing projects in that settlement.
- An Infrastructure Funding Statement (IFS) – Infrastructure List has been produced in December 2023 and is largely but not wholly based on the Councils current Infrastructure Delivery Plan (IDP). The remainder of the CIL monies are available for Local Infrastructure expenditure (as defined in the CIL Expenditure Framework) and are saved in the Local Infrastructure Fund. These three Infrastructure Funds (Strategic, Ringfenced and Local) comprise the “**available funds**” for CIL expenditure.
- The “**available funds**” are stated below together with details of all new starts on new major housing growth projects (10 dwellings and over) within the specified period so that Ringfenced Infrastructure Funds can be understood. Also contained in this CIL Expenditure

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

- All CIL expenditure must be in accordance with the Infrastructure Funding Statement – Infrastructure List publicised on the Website. The timetable for consideration of CIL bids is on the website. The sixth review of the CIL Expenditure Framework has occurred in Winter 2023 and is likely to be considered by both Councils for adoption in March 2024.

CONSIDERATION OF BIDS

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

PRIORITISATION OF FUNDS

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

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

AVAILABLE FUNDING FOR BID ROUND TWELVE (October 2023) for consideration by Cabinet in March 2024

Total Amount of CIL monies available for this bid round

INFRASTRUCTURE FUND	AVAILABLE BALANCE
Strategic Infrastructure Fund	£3,029,236.74
Ringfenced Infrastructure Fund	£6,551,133.28
Local Infrastructure Fund	£3,672,386.13

Total expenditure of CIL Bids within this report to be funded from the Infrastructure Funds = £333,331.78 Total

CIL BIDS	STRATEGIC INFRASTRUCTURE FUND	RINGFENCED INFRASTRUCTURE FUND	LOCAL INFRASTRUCTURE FUND	
B23-08 Brantham Merriam Close Play Area Upgrade	£0.00	£3,833.47	£0.00	
B23-12 Long Melford Cordell Place Play Area	£0.00	£97,437.31	£0.00	
B21-07 Sudbury Belle Vue Toilets/Changing Places Facility	£0.00	£0.00	£240,570.00	
TOTAL EXPENDITURE	£0.00	£101,270.78	£240,570.00	

Total remaining balance left in the reserve funds if all CIL bids within this report are approved.

INFRASTRUCTURE FUND	REMAINING AVAILABLE BALANCE FOR FUTURE BID ROUNDS
Strategic Infrastructure Fund	£3,029,236.74
Ringfenced Infrastructure Fund	£6,449,862.50
Local Infrastructure Fund	£3,431,816.13

SECTION A - LIST OF BIDS TAKEN FORWARD INTO AND/OR RECEIVED FOR BID ROUND TWELVE (1ST- 31ST OCTOBER 2023) FOR BABERGH DISTRICT COUNCIL (including recommendations for Cabinet to make decisions or for Cabinet to note delegated decisions already made).

The following table comprises a list of CIL Bids received before or during Bid round 12 (1st - 31st October 2023). Not all existing Bids are valid; with either missing information, no formal approvals for the proposed infrastructure or further investigation or clarification being sought. Those bids where no decision can be made or where they are invalid will be carried forward to the next CIL Expenditure Programme or bid round (unless no substantive progress has been made in a 12-month period from submission at which point, they will be treated as withdrawn).

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

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason (s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B19-13	SHOTLEY Kidzone,	Shotley Kidzone Building Extension	Yes - Provision of additional pre-school places	£146,000	No	Net cost £150,000. £1,500 Parish	N/A	No	Reviewed in January 2024.	Held over whilst education need established for the project with SCC

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
			at existing establishments			Council (decision due 30/11/19) £2,500 Shotley Kidzone			<p>Bid is invalid - No business case has been provided . Only one quote received .</p> <p>Planning permission not yet granted for the works so not all formal approvals are in place. Further investig</p>	<p>including any timescales for delivery based on committed and substantive growth in the locality(including HMS Ganges). Project scope/ costings/ need/ formal approvals are awaited. Outstanding issues require consideration and resolution. Cabinet decision ultimately</p>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									<p>ation is required over the lease and the relationship with the primary school needs full understanding as Kidzone currently use space from the school. Matter is being discussed with SCC in respect any future</p>	

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									expansion of the primary School given committed development in Shotley and catchment of school. The commencement of development on the Ganges site is likely to be critical to this	

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									assessment.	
B21-07	SUDBURY – Belle Vue Toilets/Changing Places Facility and improvements to car park/walls	BDC Regeneration Team	Yes provision of infrastructure for toilets and car park	£240,570.00	Yes for toilet construction and all associated drainage electrical works No to other cafe construction elements – variable percentage based on different proposed infrastructure elements	Total cost of project £706,514.31 Total cost of eligible project costs £533,329.31 Other funding £292,759.31 BDC Council Reserves	Consultation to start 25/01/2024 and end on 8/02/2024	Yes	N/A	Recommendation to Cabinet to approve CIL Bid B21-07 for £240,570.00 from the Local Infrastructure Fund
B22-01	BURSTALL- Village Hall extension toilet improvements and provision of disabled spaces.	Community Bid – The Burstall Village Hall Committee	Yes - Provision of community facilities	Unknown at this stage	unknown	Unknown at this stage	No, Bid invalid at present	No	Reviewed in January 2024. Project being shaped,	Bid continues to be progressed until all outstanding information is received and it can be validated, and consultation can occur.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									<p>costings and funding strategy incomplete, the need for planning permission not yet established, and quotes currently being investigated by the applicant. Currently no timescales for delivery.</p>	<p>Cabinet decision ultimately</p>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B22-13	NAYLAND WITH WISSINGTON – Environmental improvements to the Village Hall	Community Infrastructure – Nayland with Wissington Parish Council	Yes Provision of community facilities and	£100,000	No – 37% of project cost	Total project cost - £273,000.00 excluding VAT Nayland Community Council - £10,000.00 Nayland Village Hall Management Committee - £10,000.00 Nayland Village Hall Management Committee Reserve Fund - £19,000.00 Endowment Fund - £14,700.00	No, Bid invalid at present	No	Reviewed in January 2024. Awaiting resolution of all other funding streams before this can be presented for determination.	Bid continues to be progressed such that all the funding from other funding streams have been secured as CIL is the final funder so as to complete the funding strategy for the project. Cabinet decision ultimately.
B22-19	IPSWICH – New GP Surgery on old Tooks site	Health Infrastructure – Integrated	Yes, Provision of Health facilities	£1,200,000	No – 17% of project costs	Total project cost - £7,350,000	No, Bid invalid at present	No	Reviewed in Jan 2024	Bid held in abeyance until all information including an agreed

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
		Car Board (ICB)				IBC S106 funds - £750,000			<p>Precise details of project and whether the grant of planning permission has occurred are currently unknown</p> <p>Business case being formulated</p> <p>Funding strategy not yet submitted.</p> <p>Discussions taking</p>	<p>business case has been submitted, the scheme has planning permission and there is a complete funding and delivery strategy.</p> <p>Once all is secured the CIL Bid can be validated, and consultation can occur</p> <p>The Bid will be determined by Cabinet ultimately</p>

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									place with the Integrated Care Board and Ipswich Borough Council to resolve	
B23-01	HADLEIGH – Rebuilding of Layham Road Sports Ground Pavilion	Community Infrastructure – Hadleigh Parish Council	Yes Provision of community facilities	£100,000.00	No 17% of project costs	Total project cost – £1,063,495 Other sources of funding Hadleigh TC- £427,581.00 BDCs106- £98,250 BDCs106 (following grant of planning permission) £10,241.00 BDC Capital grants	No, Bid invalid at present	No	Reviewed in January 2024. Awaiting resolution of all other funding streams before this can be presented for determination.	Bid continues to be progressed such that all the funding from other funding streams have been secured as CIL is the final funder so as to complete the funding strategy for the project. The Bid will be determined by Cabinet ultimately

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
						(following grant of planning permission) £10,000.00 Persimmon Community Champions grant-applied for £10,000.00 Tesco Community grant-£1,500.00 Applied for \Football Foundation £25,000.00 Government -solar panels £25,000.00 Landfill Community Fund following grant of planning permission)				

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
						£100,000 Queens Platinum (following grant of planning permission) £10,000.00 Sponsorship and /or Public Works Loan Board (following grant of planning permission) £242,293				
B23-02	TATTINGSTONE Play Equipment	Community Infrastructure – Tattingstone Village Playing Field	Yes Provision of community facilities	£19,218.00	No ? % of project costs	Total project cost – £25,624 (Inc Vat) Funds currently secured - £6,406	No, Bid invalid at present	No	Reviewed in January 2024. Awaiting determination of the planning application.	Bid held in abeyance until all outstanding information has been received and the CIL Bid can be validated, and consultation can occur. The Bid will be determined by Cabinet ultimately.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									Costings will need to be reviewed with an updated business case and revised quotes	
B23-03	HARTEST – Energy improvements including roof insulation	Community Infrastructure –Boxted and Hartest Institute	Yes Provision of community facilities	unknown	No unknown.% of project costs	Total project cost – unknown Other sources of funding unknown	No, Bid invalid at present	No	Reviewed in January 2024 Awaiting the grant of planning permission and final costs and funding and strategy.	Bid held in abeyance until all the outstanding information is received, the CIL Bid can be validated, and consultation can occur The Bid will be determined by Cabinet ultimately

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
B23-08	BRANTHAM – Play area upgrade – Merriam Close	Community Infrastructure – Brantham Parish Council	Yes Provision of community facilities	£3,833.47	No - 75% of project costs	Total project cost – £5,111.29 Other sources of funding Brantham Parish Council £ 1,277.82	Consultation started 10/10/2023 and ended 24/10/2023	Yes	N/A	Recommendation to Cabinet to note delegated CIL Bid B23-08 for £3,833.47 from the Ringfenced Infrastructure Fund
B23-09	BELSTEAD – Belstead Parochial Church Council The building of an external toilet block and the creation of a servery within the church	Community Infrastructure –	Yes Provision of community facilities	£100,000	No ?% of project costs	Total project cost – £155,150.00 Other sources of funding Valencia £100,000 or maximum award – unsecured as yet £10,000	No, Bid invalid at present	No	Reviewed in January 2024 Awaiting scope and detail of project, whether formal approvals are required, final costs and complete	Bid held in abeyance until all outstanding information has been received and the CIL Bid can be validated, and consultation can occur The Bid will be determined by Cabinet ultimately.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									funding and delivery strategy.	
B23-12	LONG MELFORD - Cordell Place Play Area	Community Infrastructure - Long Melford Parish Council	Yes Provision of community facilities	£97,437.31	No – 75% of eligible project costs	Total project cost - £129,946.26 Other funding £12,942.08 – S106 funding £19,566.87 – Parish Council	Consultation started 23/01/2024 and to end 05/02/2024	Yes	N/A	Recommendation to Cabinet to approve CIL Bid B23-12 for £97,437.31 from the Ringfenced Infrastructure Fund (subject to receipt of completed lease agreement)
B23-13	EAST BERGHOLT - Cricket Club - cricket nets	Community Infrastructure - John Hambrook for East Bergholt Parish Council	Yes Provision of community facilities	£66,742.00	No	Not known	No, Bid invalid at present	No	Reviewed in January 2024 Awaiting scope and detail of project, whether formal approvals are required, final	Bid held in abeyance until all outstanding information has been received and the CIL Bid can be validated, and consultation can occur The Bid will be determined by Cabinet ultimately.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason(s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									costs and complete funding and delivery strategy.	
B23-14	EAST BERGHOLT - Tennis Club - upgrade of clubhouse/toilets	Community Infrastructure - Paul Cansdale	Yes Provision of community facilities	£73,700.00	No	£98,345.00	No, Bid invalid at present	No	Reviewed in January 2024 Awaiting scope and detail of project, whether formal approvals are required, final costs and complete funding and	Bid held in abeyance until all outstanding information has been received and the CIL Bid can be validated, and consultation can occur The Bid will be determined by Cabinet ultimately.

Bid Ref.	Location by Parish/ Address	Type of Bid and Bidder	Infrastructure Funding Statement compliant	Amount of Money Sought	100% CIL Monies sought (Y/N)	Total costs and other sources of funding	Consultation and expiry date (on valid Bids only)	Valid	Reason (s) why Bid is invalid	Recommendation to Cabinet for decision or delegated decision (for Cabinet to note)
									delivery strategy.	

SECTION B - PROGRESS OF BIDS APPROVED IN PREVIOUS BID ROUNDS – SUMMARY (Bid Rounds 1 to 11 inclusive)

The following tables set out the progress on determined CIL Bids as follows:-

- Table 1 - Summary of total number of Bids and allocated and actual project spend together with any expenditure returned to reserves (as for example the project came in under budget or the deadline for claiming monies has expired)
- Table 2 – Summary of approved allocated projects.

Table 1 – Summary of CIL Bids

TOTAL NUMBER OF BIDS APPROVED AND ALLOCATED	TOTAL AMOUNT OF CIL FUNDING ALLOCATED	TOTAL PROJECT SPEND	TOTAL OF FUNDING RETURNED TO RESERVES	TOTAL REMAINING ALLOCATED FUNDING BALANCE
59	£3,473,534.71	£2,926,762.89	£257,231.89	£289,539.93

Table 2 – Summary of approved allocated projects

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
1	B02-18 COMMUNITY - Monks Eleigh Village Hall Hearing Loop	£10,750.00	£10,750.00	£0.00	£0.00	Completed
2	B10-18 COMMUNITY - Lindsey Electric Vehicle Charging Point	£5,534.34	£5,534.34	£0.00	£0.00	Completed
3	B09-18 COMMUNITY - Cockfield Village Hall Kitchen and Electric Supply	£9,928.76	£9,928.76	£0.00	£0.00	Completed

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
4	B04-18 COMMUNITY - Cockfield Glebe Community Open Space Project	£21,160.94	£20,356.02	£804.92	£0.00	Completed under budget
5	B03-18 COMMUNITY - Cockfield Mackenzie Community Open Space Project	£27,843.51	£19,809.00	£8,034.51	£0.00	Part completed; expiry date reached
6	B06-18 COMMUNITY -East Bergholt High School Tiered Seating	£45,000.00	£45,000.00	£0.00	£0.00	Completed
7	B12-18 COMMUNITY - Lavenham Community Hub	£30,000.00	£30,000.00	£0.00	£0.00	Completed
8	B19-18 COMMUNITY - Sudbury Kingfisher Leisure Centre	£100,000.00	£100,000.00	£0.00	£0.00	Completed
9	B07-18 COMMUNITY - Preston St Mary Village Hall	£130,091.00	£0.00	£130,091.00	£0.00	Bid Expired

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
10	B13-18 COMMUNITY - Lavenham Car Park	£33,455.99	£28,688.02	£4,767.97	£0.00	Completed under budget
11	B14-18 COMMUNITY - Cockfield Restoration of Culvert	£3,340.00	£2,803.50	£536.50	£0.00	Completed under budget
12	B17-18 COMMUNITY - Assington Friends Farm	£26,800.00	£26,800.00	£0.00	£0.00	Completed
13	B19-07 COMMUNITY - Monks Eleigh Village Hall New Car Park	£28,765.32	£28,765.32	£0.00	£0.00	Completed
14	B19-04 COMMUNITY - Sudbury Gainsborough House	£200,746.00	£200,746.00	£0.00	£0.00	Completed
15	B19-02 COMMUNITY - Long Melford Village Hall New Car Park	£26,044.16	£21,536.80	£4,507.36	£0.00	Completed under budget

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
16	B19-01 COMMUNITY - Long Melford Village Hall New Roof	£6,808.00	£5,778.00	£1,030.00	£0.00	Completed under budget
17	B19-10 COMMUNITY- East Bergholt Constable Memorial Hall	£14,333.00	£14,333.00	£0.00	£0.00	Completed
18	B19-16 COMMUNITY - Cockfield Adventure Playground	£25,000.00	£25,000.00	£0.00	£0.00	Completed
19	B19-15 COMMUNITY - Lavenham Water Street Car Park	£190,000.00	£155,914.15	£34,085.85	£0.00	Completed under budget
20	B19-17 COMMUNITY - Capel St Mary Erection of bus shelter	£8,000.00	£6,348.99	£1,651.01	£0.00	Completed under budget
21	B19-06 COMMUNITY - Chelsworth All Saints Church Conversion	£136,244.00	£136,243.22	£0.78	£0.00	Completed under budget

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
22	B19-05 COMMUNITY - Newton Recreation Ground Play Equipment	£87,891.90	£85,011.36	£2,880.54	£0.00	Completed under budget
23	B20-02 COMMUNITY - Holbrook Village Hall	£9,900.00	£9,900.00	£0.00	£0.00	Complete
24	B19-14 COMMUNITY - Sudbury St Peters Market Square	£75,288.00	£75,288.00	£0.00	£0.00	Complete
25	B19-18 COMMUNITY - Chattisham and Hintlesham Play Area	£9,920.83	£9,920.83	£0.00	£0.00	Complete
26	B20-04 COMMUNITY - Lavenham – Tenter piece sheltered accommodation	£36,054.00	£36,054.00	£0.00	£0.00	Complete
27	B20-15 COMMUNITY - Lavenham Church Street Toilet block and parish office	£43,440.00	£43,440.00	£0.00	£0.00	Complete

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
28	B20-11 COMMUNITY - Sudbury and Hadleigh CCTV arrangements	£183,000.00	£162,467.67	£20,532.33	£0.00	Complete under budget
29	B20-05 COMMUNITY - Lavenham Re- engineering of Prentice Street Car Park	£109,000.00	£108,888.37	£111.63	£0.00	Complete under budget
30	B20-12 COMMUNITY - Long Melford Old School Car Park	£22,000.00	£22,000.00	£0.00	£0.00	Complete
31	B20-16 COMMUNITY - Cockfield Mackenzie Community Open Space	£15,799.36	£0.00	£15,799.36	£0.00	Bid Expired
32	B21-01 COMMUNITY - Preston St Mary Village Hall	£109,000.00	£109,000.00	£0.00	£0.00	Complete
33	B21-02 COMMUNITY - Lavenham Prentice Street Car Park Electrical Supply	£9,999.99	£9,999.99	£0.00	£0.00	Complete

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
34	B21-03 COMMUNITY - Go Start Community Transport	£2,024.72	£2,024.72	£0.00	£0.00	Complete
35	B21-05 COMMUNITY - Bentley Village Playing Field	£5,706.00	£5,706.00	£0.00	£0.00	Complete
36	B22-06 COMMUNITY - Gainsborough House	£152,504.86	£152,504.86	£0.00	£0.00	Complete
37	B22-07 COMMUNITY - Great Cornard Allotment Car Park	£55,927.50	£55,927.50	£0.00	£0.00	Complete
38	B22-08 COMMUNITY - Great Waldingfield Village Hall Car Park Extension	£30,824.92	£30,824.92	£0.00	£0.00	Complete
39	B22-04 COMMUNITY - CCTV Kingfisher Leisure Centre	£5,416.21	£0.00	£0.00	£5,416.21	In progress

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
40	B22-09 COMMUNITY - Lindsey Red Rose Friends Community Farm	£100,000.00	£75,047.56	£11,620.95	£13,331.49	In progress
41	B22-02 COMMUNITY - Capel St Mary Play Area and Car Parking Spaces	£100,000.00	£96,785.23	£3,214.77	£0.00	Complete under budget
42	B22-05 COMMUNITY - Cockfield – Provision of a bus shelter	£25,028.08	£0.00	£0.00	£25,028.08	In progress
43	B22-16 COMMUNITY - Sudbury 3G Pitch	£100,000.00	£0.00	£0.00	£100,000.00	Awaiting submission of offer letter
44	B22-11 COMMUNITY - Stutton Village Hall	£100,000.00	£100,000.00	£0.00	£0.00	Complete
45	B22-03 COMMUNITY - Capel St Mary Playing Field Play Equipment	£100,000.00	£100,000.00	£0.00	£0.00	Complete
46	B22-10 COMMUNITY - Monks Eleigh Play Area	£51,068.35	£51,068.35	£0.00	£0.00	Complete

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
47	B22-14 COMMUNITY - Edwardstone Millennium Green Play Equipment	£11,445.29	£11,120.38	£324.91	£0.00	Complete under budget
48	B23-10 COMMUNITY – Acton Improvements to Play Area	£20,403.57	£0.00	£0.00	£20,403.57	In progress
49	B23-05 COMMUNITY – Improvements to Boxford Pavilion	£29,565.35	£28,087.08	£0.00	£1,478.27	In progress
50	B23-06 COMMUNITY – Flatford Changing Places Facility	£16,155.00	£0.00	£0.00	£16,155.00	In progress
51	B22-15 COMMUNITY – Stanstead Play Area	£27,677.31	£27,372.45	£0.00	£304.86	In progress
52	B23-11 COMMUNITY – Sudbury The Bridge Project	£100,000.00	£0.00	£0.00	£100,000.00	In progress
53	B23-07 COMMUNITY – Cockfield MacKenzie Community Open Space project	£4,422.45	£0.00	£0.00	£4,422.45	In progress

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
54	B23-04 COMMUNITY – Lavenham Hall Works	£3,000.00	£0.00	£0.00	£3,000.00	In progress
54 projects	COMMUNITY TOTAL	£2,832,308.71	£2,302,774.39	£239,994.39	£289,539.93	
1	B20-01 HEALTH - Hadleigh Health Centre	£3,526.00	£3,526.00	£0.00	£0.00	Complete
1 project	HEALTH TOTAL	£3,526.00	£3,526.00	£0.00	£0.00	
1	B20-06 WASTE - Chilton Depot, Sudbury Waste Fuel tank	£50,000.00	£32,762.50	£17,237.50	£0.00	Complete under budget
1 project	WASTE TOTAL	£50,000.00	£32,762.50	£17,237.50	£0.00	
1	B20-14 EDUCATION - Holbrook Academy	£237,750.00	£237,750.00	£0.00	£0.00	Complete
2	B21-04 EDUCATION - Brooklands Primary School	£345,360.00	£345,360.00	£0.00	£0.00	Complete
2 projects	EDUCATION TOTAL	£583,110.00	£583,110.00	£0.00	£0.00	
1	B22-17 WALKING AND CYCLING – Acton Bun Meadow Improvements	£4,590.00	£4,590.00	£0.00	£0.00	Complete

Number	Infrastructure	Allocated amount	Spend	Underspend /Expired Bid	Outstanding Allocated Balance	Status of Bid
1 projects	WALKING AND CYCLING TOTAL	£4,590.00	£4,590.00	£0.00	£0.00	
	TOTALS	£3,473,534.71	£2,926,762.89	£257,231.89	£289,539.93	

SECTION C - LIST OF EMERGING INFRASTRUCTURE PROJECTS / CIL BIDS (prior to CIL Bid Submission)

Project Ref	Project	Parties involved	CIL Funding if known	Project costs if known	Progress
EPB 20-01	HEALTH – Capel St Mary	Clinical Commissioning Group (Health), East Bergholt Practice, Capel St Mary Parish Council	Unknown at this stage	Unknown at this stage	Capel St Mary are interested in securing some health provision in Capel by using their Neighbourhood CIL funds. Health have agreed to undertake a feasibility study. No decisions on any outcome are known at this stage.
EPB 20-04	EDUCATION – Shotley Primary School	Suffolk County Council	Unknown at this stage	Unknown at this stage	Once any start is made at Ganges the need for this may become triggered. Needs to continue to be monitored and assessed going

					forward. Discussions taking place with Suffolk County Council. Need to include early settings.
EPB 20-09	COMMUNITY FACILITY – Capel St Mary – Football Artificial Grass Pitch and Community Hub	Councillor David Busby	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted. First meeting took place on 15 th October 2020. Project is held in abeyance at present.
EPB 20-12	EDUCATION – Long Melford Early Years	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started with a potential CIL Bid being made in a forthcoming Bid round.
EPB 21-04	WALKING AND CYCLING INFRASTRUCTURE –Copdock - Cycleway	Copdock Parish Council	Unknown at this stage	Unknown at this stage	Discussions have commenced. CIL Project Enquiry form submitted
EPB 22-03	COMMUNITY FACILITY – CAPEL - New MUGA to replace tennis courts	Chris Whitley – Capel Community Trust	£75,000.00	£150,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning permissions that may be required for the project.
EPB 22-04	COMMUNITY FACILITY – Capel Playing Field New Emergency Access to the playing field	Chris Whitley – Capel Community Trust	£15,000.00	£20,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning permissions that may be required for the project
EPB 22-05	COMMUNITY FACILITY – CAPEL - New	Chris Whitley – Capel Community Trust	£75,000.00	£100,000.00	Discussions have started. Project being progressed by the applicant. Applicant is working with planning concerning

	Skate Park to serve Capel and surrounding villages				permissions that may be required for the project
EPB 22-07	WALKING AND CYCLING – Freston Hill Cycling Lane	Shotley Peninsula Cycling Campaign	£75,000.00	£160,000.00	Discussions have started for this project with the Cycling group, Suffolk County Council, and internal departments in conjunction with the Councils Sustainable Travel Officer regarding the LCWIP.
EPB 22-16	EDGE OF IPSWICH - WOLSEY GRANGE Wolsey Grange Two – Bridge	IBC and SCC	Unknown at this stage	Unknown at this stage	Discussions taking place. Related to the grant of a planning permission No CIL Project Enquiry Form submitted as yet
EPB 22-19	COMMUNITY FACILITY - COCKFIELD – Footpath	Steve Ball – Parish Clerk	Unknown at this stage	Unknown at this stage	Discussions have started with Parish Council and matter is on hold (by the Parish Council)
EPB 22-23	LIBRARIES - GLEMSFORD Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage
EPB 22-24	LIBRARIES LONG MELFORD Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage
EPB 22-25	LIBRARIES Capel - Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage
EPB 22-26	WASTE - Sudbury - Waste project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage

EPB 22-27	WASTE - IPSWICH - Waste project (cross boundary impact)	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage. No CIL Project Enquiry Form submitted as yet
EPB 22-28	LIBRARIES - SUDBURY Library project	Suffolk County Council	Unknown at this stage	Unknown at this stage	Discussions have started and are at an early stage
EPB 22-34	COMMUNITY FACILITY RAYDON – New Community Building	Nev Davenport – King George’s Field, Raydon	£100,000	£600,000	CIL Project Enquiry form submitted Meeting requested by the Infrastructure Team with the applicant to discuss the project
EPB22-35	COMMUNITY FACILITY MONKS ELEIGH – EV charging points	Lucinda Rodgers Parish Council Clerk	Unknown	Unknown	CIL Project Enquiry form submitted being discussed
EPB22-36	COMMUNITY FACILITY BURES ST MARY – Bus shelter	Jenny Wright – Parish Council	£2,350	£3,085	CIL Project Enquiry form submitted being discussed
EPB22-38	COMMUNITY FACILITY COPDOCK – Improvements to the vehicular access to Copdock playing field	Adrian Ward	£11,250	£15,000	CIL Project Enquiry form submitted being discussed

EPB22-39	COMMUNITY FACILITY – LEAVENHEATH Playground	Trevor Smith	£150,000	£200,000	24/10/2022 – Funding will be applied for in the May 2023 bid round. Applicant advised that they are currently not ready to apply
EPB22-40	COMMUNITY FACILITY BRANTHAM – new playing field at Gravel Pit Lane and Merriam Close Play areas	Sarah Keys	£15,000	£27,000	CIL Bid submitted for play areas in May 2023 Bid round. CIL Project Enquiry form submitted Being discussed.
EPB22-64	COMMUNITY FACILITY – ACTON - Play Area refresh	Fiona Mullins	£21,000	£29,802	CIL Bid submitted in May 2023 -
EPB23-01	COMMUNITU FACILITY – ASSINGTON - Church Tower Project	Bronwen Stacey (Church Warden, PCC Assington Church)	Unknown at this stage	Unknown at this stage	Yes CIL Enquiry received - wrong form used (Community Grant Aid)
EPB23-05	WALKING AND CYCLING – LAVENHAM - Green Willows Footpath link to Harwood	Irene Mitchell, Lavenham Parish Council	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted being discussed
EPB23-06	WALKING AND CYCLING – CHELMONDISTON - Church Path (Bridleway No 27) - proposed	Cathy Couch & Mike Crouch	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted being discussed

	surface improvements				
EPB23-07	WALKING AND CYCLING – WHERSTEAD - Green Willows Footpath link to Harwood	Samantha Barber, Parish Clerk	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted being discussed
EPB23-08	WALKING AND CYCLING – SPROUGHTON - Pedestrian Crossing (B111)	Kirsty Webber, Parish Clerk	£100,000	Unknown at this stage	CIL Project Enquiry form submitted being discussed
EPB23-11	COMMUNITY FACILITY - BURES – Baptist Church Hall Renovation and Refurbishment	Mrs Pam Moulton	£20,000	£183,000	CIL Project Enquiry form submitted being discussed
EPB23-13	COMMUNITY FACILITY - Newton Village Hall and Car Park Resurfacing	Janet Weavers Secretary NGVH committee	£100,000.00	£120,000.00	CIL Project Enquiry form submitted being discussed
EPB23-16	COMMUNITY FACILITY - Chattisham & Hintlesham New access footpath	Unknown at this stage	Unknown at this stage	Unknown at this stage	

EPB23-17	COMMUNITY FACILITY - Tattingstone Village Hall Solar Panels and EV charging points	Brian Stennett Tattingstone Village Playing Field Committee	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form to be submitted
EPB23-18	COMMUNITY FACILITY – Ipswich Recycling Centre (confidential)	Debbie Reeve, Peter Freer/Dawn Murton-Cadby SCC	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form submitted being discussed
EPB24-01	COMMUNITY FACILITY – Boxford Playing Fields Floodlighting	Hugh Phillips Boxford Community Council	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form to be submitted
EPB24-02	COMMUNITY FACILITY – Boxford Replacement Zip Line at Homefield Playing Ground	Hugh Phillips Boxford Community Council	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form to be submitted
EPB24-03	COMMUNITY FACILITY – Boxford works to existing Tennis Courts at Homefield Playing Ground	Hugh Phillips Boxford Community Council	Unknown at this stage	Unknown at this stage	CIL Project Enquiry form to be submitted

SECTION D – LIST OF ALL DEVELOPMENTS OF OVER 10 DWELLINGS THAT HAVE BEEN THE SUBJECT OF S106 CONTRIBUTIONS FOR INFRASTRUCTURE AND/OR WHERE CIL HAS BEEN OR IS CURRENTLY BEING COLLECTED.

HOUSING SCHEMES (10 dwellings and over – where CIL has been collected and commenced since adoption of CIL – 11th April 2016 up to 23rd January 2024)

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
HADLEIGH	Former Brett Works	B/16/00760	65	£9,638.18	£9,638.18	Libraries = £14,256.00 Health = £20,580.00
RAYDON	Land east of King Georges Field, The Street	DC/17/06289	24	£287,750.43	£287,750.43	Affordable housing 8 units
CAPEL ST MARY	Land north and west of Capel Community Church, Days Road	B/17/00122	97	£1,023,576.96	£1,023,576.96	Health (amount unspecified) Travel; Plan Evaluation (£1,000 per annum) Travel Plan Implementation (£74,071.00)
LONG MELFORD	Land on the south side of Bull Lane	B/16/00777	71	£719,000.79	£719,000.79	Education - £219,258.00 Early Years - £42,637.00 Health - £22,360.00 Passenger Transport - £35,000.00 Libraries - £15,336.00
ASSINGTON	Land north of the Hollies The Street	DC/17/06170	10	£178,411.15	£178,411.15	None
SUDBURY	Walnut tree Hospital Walnut tree Lane	DC/17/03677	Variation to 55	£42,319.46	£42,319.46	None – Comments made under B/14/00449/FUL

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
SUDBURY	Walnut tree Hospital Walnut tree Lane	B/16/01192	49	£9,072.48	£9,072.48	See above
BRANTHAM	Land North of Windy ridge, Brantham Hill	DC/18/01020	13	£693.41	£693.41	None
SUDBURY	Easterns, 31 Station Road	B/16/01670	15	£46,203.58	£46,203.58	Primary School: £12,181.00 Library Contribution: £3,240.00
LAVENHAM	Land adjacent to Bear's Lane	DC/17/04024	24	£264,990.44	£264,990.44	Primary School: £146,172.00 Secondary School: £91,755.00 Secondary School 16+: £19,907.00 CIL funding at a minimum cost of £73,086 Library Contribution: £5,184.00 Public Transport: £3,000.00 (Bus Stops)
STUTTON	Land West Of 35 - 40 Stutton Close	DC/19/01708	34	£439,950.41	£439,950.41	Affordable rented dwellings 7 Ecological Mitigation £5,722.88
GREAT WALDINGFIELD	Land Off Bantocks Road	DC/18/04309	32	£249,070.03	£249,070.03	Under outline DC/18/00200

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Affordable Housing – 11 dwellings (8 x Affordable Rent and 3 x Shared Ownership)
COCKFIELD	Land To The West Of The Plough And Fleece Inn, Great Green	DC/19/02020	10	£185,368.30	£185,368.30	Response to DC/18/00306 consultation 02.02.2018: Primary School: £36,543.00 Secondary School: £36,710.00 Secondary School 16+: £19,907.00 Library Contribution: £2,160.00
LAVENHAM	Land South Of Howlett Of Lavenham, Melford Road	DC/19/03185	25	£271,572.19	£271,572.19	Primary School: £97,448.00 Secondary School: £110,130.00 Secondary School 16+: £19,907.00 Pre-School Provision: CIL contribution for early years of £18,273.00 Library Contribution: £6,480.00
MONKS ELIEGH	Site of Former Monks Eleigh C P School, Churchfield, Monks	DC/19/01463	17	£200,437.51	£40,087.50	Response to B/16/01718 consultation 16.01.2017: Primary School: £48,724.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
	Eleigh, Colchester, Suffolk, IP7 7JH					Pre-School: £12,182.00 Library Contribution: £3,672.00
HADLEIGH	Land South of Ipswich Road, Hadleigh, IP7 6BE	DC/17/03902	170	£660,571.45	£660,571.45	Early Years - £196,110.00 Open Space - £67,216.00 Public Rights of Way - £100,00.00 Highways – £250,000.00 Travel Plan - £70,460.00
WHERSTEAD	Klondyke Field, West of Bourne Hill, Wherstead, Suffolk	DC/20/00701	75	£736,901.88	£736,901.88	SPA Contribution – £15,000.00 Sustainable Transport Contribution - £22,000.00
ACTON	Land South Of Tamage Road, Acton, Suffolk	DC/19/03126	100	£919,621.86	£919,621.86	Bus Stop Kerbs Contribution - £5,000.00 Footpath Improvement Works Contribution - £12,500.00 Public Transport Contribution - £50,000.00 School Transport Financial Contribution - £165,347.00
SHOTLEY	Former Peninsula Boatyard, King Edward VII Drive, Shotley, Suffolk	DC/19/05538	12	£14,740.37	£14,740.37	None

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
CAPEL ST MARY	Land East Of Longfield Road And Little Tufts, Capel St Mary, IP9 2UD	DC/19/02877 (DC/17/06318)	100	£959,235.10	£959,235.10	Affordable Housing – 35 dwellings (26 x Affordable Rent and 9 x Shared Ownership) Habitat Mitigation - £14,000
LAVENHAM	Land North West And South West Of, Norman Way, Lavenham, Suffolk	DC/21/06906 (DC/18/03615)	25	£525,071.06	£483,263.46	Transport - £8,000 Public Rights of Way – £2,379 Shared ownership - £80,000
HADLEIGH	1 Middle Meadow, Hadleigh, Ipswich, Suffolk, IP7 6FW	DC/19/04128	15	£102,133.93	£102,133.93	Affordable Housing Payment - £101,000.00
BENTLEY	Oakleigh, Capel Road, Bentley, Ipswich, IP9 2DW	B/17/00003	16	P1-£0.00 P2-£75,077.98 P3-£87,124.35 P4-£0.00 P5-£72,764.63	P1-£0.00 P2-£0.00 P3-£0.00 P4-£0.00 P5-£0.00	Affordable Housing – 5 dwellings (3 x Affordable Rent and 2 x Shared Ownership) Habitats Contribution - £1,200
BRANTHAM	Brantham Place, Church Lane, Brantham, Manningtree, Suffolk, CO11 1QA	DC/18/05177	15	P1 – £129,125.63 P2 -£39,845.77	P1-£129,125.63 P2-£0.00	Footpath – £25,000 Habitat Contribution - £121.89 Habitat Sites Contribution - £2,437.80
LONG MELFORD	Land To The East Of, Station Road, Long	DC/21/02319 (DC/18/00606)	150	£1,725,045.54	£1,125,045.54	Early Years - £1,182.20 per dwelling Footpath - £30,030.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
	Melford, Suffolk, CO10 9HP					Resident Travel Pack - £115 per dwelling
SUDBURY	Land North of Woodhall Business Park, Sudbury, Suffolk	B/15/01718	1150	Pre-CIL	Pre-CIL	Preschool - £1,000,000 Primary School - £5,005,728 Temporary Classroom - £250,000 Crossing Contribution - £75,000 Bus Service - £600,000 Northern Road Crossing - £75,000 Highways - £45,000 Pedestrian & Cycle - £130,000 Rights of Way - £225,340 RTP1 - £60,000 Travel Plan - £50,000 Travel Plan - £1,000 Town Centre Bus - £250,000 Waldingfield Road Crossing - £75,000 Play Spaces - £340,500 Sports Pavilion Commuted Sum - £811,540 Sports Pavilion - £1,320,000 Village Hall - £50,000 Village Hall Commuted Sum - £1,105,000 Library - £187,000 NHS - £417,151

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Police - £141,847 Top Up Police - £422,500 Waste - £126,500 Woodhall - £12,900
HINTLESHAM	Land To The East Of, Duke Street, Hintlesham, Suffolk	DC/21/03718	14	£246,118.87	£196,895.08	RAMS - £121.89 per dwelling
BRANTHAM	Land South Of, Slough Road, Brantham, Suffolk	DC/21/04359	65	£832,910.59	£666,328.48	Under Outline DC/19/01973 Habitat Sites Mitigation - £121.89 per dwelling Public RoW (upgrade of Footpath 1 Brantham to bridleway status and creation of bridleway) - £13,210.00 School Transport - £57,600.00
ELMSETT	Land East Of, Hadleigh Road, Elmsett, Suffolk	DC/22/01754	44	£647,122.82	£388,273.68	Affordable Housing: 15 Units (11 x Affordable Rent; 4 x Shared Ownership) Bus Stop Contribution: £6,000 Habitats Sites Mitigation - £121.89 per dwelling Secondary School Transport Contribution - £48,200.00
EAST BERGHOLT	Land East Of The Constable Country Medical Centre, Heath Road, East Bergholt, Suffolk	DC/20/04663 (B/16/01092 outline)	75	£1,411,910.27	£564,764.10	Highways - £48,725.00 Highways Speed limit works - £15,000 Highways Passenger - £20,000

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Highways - £13,725.00 Footpath - £10,750.00 SPA Impact - £10,750.00
COCKFIELD	Land to The North West of, Mackenzie Place, Cockfield	DC/17/05332	51	P1-£0.00 P2-£143,021.88 P3-£157,735.50	P1- £0.00 P2-£143,021.88 P3-157,735.50	Affordable rented dwellings = 12 Shared Ownership dwellings = 6
SPROUGHTON	Russetts, Hadleigh Road, Sproughton, Ipswich	B/15/00029	14	Pre-CIL	Pre-CIL	Education: £36,543.00 Affordable rented dwellings = 3 Shared Ownership dwellings = 2
COPDOCK AND WASHBROOK	Football Ground, Back Lane, Copdock and Washbrook	B/16/00802	15	P1-£0.00 P2-£44,866.47 P3-£68,142.75 P4-£0.00	P1-£0.00 P2-£44,866.47 £68,142.75 £0.00	Affordable Rented dwellings=4 Shared Ownership dwelling=1 Public Transport: £4,000 Highways: £12,500.00
SHOTLEY	Former Shotley Lodge Residential Care Home, Bristol Hill, Shotley	B/15/01672	12	Pre-CIL	Pre-CIL	Affordable Housing - £54,000.00 Education - £12,181.00 Pre-School - £6,091.00 Waste - £612.00
SPROUGHTON	Land to The North and South of, Poplar Lane, Sproughton	B/15/00993	305	Strategic Site (phased)	Strategic Site (phased)	Healthcare - £149,880.00 Bus Stop - £20,000.00 Early Years - £276,924.00 Education - £2,369,333.00 Footpath - £1,000.00 HRA Chantry Park Mitigation: £14,7500.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						HRA Stour & Orwell Estuaries SPA Mitigation - £15,250.00 Library - £102,600.00 New Bus Stop - £15,000.00 Public Rights of Way - £33,916.00 Travel Plan Evaluation & Support - £1,000.00 Phase 1 – affordable rent dwellings = 23 Phase 1 – affordable low cost home ownership = 6
HADLEIGH	Former Babergh District Council Officers, Corks Lane and Bridge Street, Hadleigh	DC/18/04966	57	P1-£0.00 P2-£171,232.35 (not yet commenced)	P1-£0.00 P2-£0.00	Habitats Sites Mitigation - £6,947.73
LONG MELFORD	Former Fleetwood Caravans Ltd, Hall Street, Long Melford	B/15/01043	44	Pre-CIL	Pre-CIL	Education - £97,448.00 Pre-School - £18,273.00 Libraries - £9,504.00 Off-Site Affordable Housing - £153,642.00
HOLBROOK	Land on the east side of Ipswich Road, Holbrook	B/14/01288	78	Pre-CIL	Pre-CIL	Affordable Rent dwellings – 20 Affordable Low Cost Home Ownership – 7 Alton Water - £10,000.00 Reade Field (funding for improvements to play provision at Reade Field) - £15,000.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Signage Contribution - £2,900.00 Spa Info Pack - £6,500.00 SPA Visitor Monitoring - £15,000.00
HADLEIGH	Land South of Tower Mill Lane/East of Frog Hall Lane, Hadleigh	DC/19/05419	273	Nil (Strategic Site)	Nil (Strategic Site)	Affordable Rented dwellings = 71 Shared Ownership dwellings = 25 Dog Bin - £74.26 per annum Early Years - £451,176.00 Employment Open Space Land Commuted Sum - £4.59 per m2 per annum for parkland and recreation areas; £0.62 m2 per annum for amenity space and natural green space x 10 Healthcare - £157,300.00 Highways Improvement (Benton Street) - £50,000.00 Highways PROW - £15,000.00 (upgrade of Hadleigh Public Footpath 22 & Aldham Footpath 3; Upgrade Bridleway 27 HRA Mitigation - £33,276.00 Libraries - £58,968.00 NEAP - £91,000.00 Off Site Skylark Mitigation - £23,000.00 Open Space Commuted Sum - £601,293.00 Primary School - £431,700.00 Secondary School - £1,093,650.00 Secondary School Land - £134,916.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Sixth Form - £213,975.00 Sports Facilities - £98,250.00 Travel Plan - £101,365.00
HADLEIGH	Land on The South Side of The A1071, Gallows Hill, Hadleigh	DC/22/01606	14	£101,857.05	£20,371.41	Under DC/19/04247 – Affordable Housing - £68,342.00 Habitat Sites Mitigation - £1,706.46
STUTTON	1 Fison Place, Stutton, Ipswich	DC/21/01000 (DC/17/02111 outline)	14	£210,998.58	£210,998.58	Affordable dwellings = 5 Ecological Mitigation = £168.32 per dwelling Community Facilities = £25,000.00
BURES ST MARY	Former Chambers Bus Depot, Church Square, Bures St Mary	DC/22/00754	10	£22,857.28	£22,857.28	Highways = £11,500.00 (legal procedures for amendment to traffic regulations B1508 High Street)
COCKFIELD	Land to the Rear of Plough and Fleece Inn, Great Green, Cockfield	DC/21/02296	28	£373,613.65	£298,890.92	Under DC/19/04755) Highways - £18,060.00 Affordable Housing
CHELMONDISTON	Land Adjacent Woodlands, Main Road, Chelmondiston	DC/23/02001 (superseded DC/19/01634)	24	£341,509.16	£121,615.57	Under DC/18/00236 Affordable rented dwellings = 6 Shared Ownership = 2 Habitat Mitigation = £140 per dwelling
EAST BERGHOLT	Land North West of, Moores Lane, East Bergholt	DC/22/05077	144	P1 - £0.00 P2-£411,457.72 P3-£816,448.59 P4-£401,690.43	P1-£0.00 P2-£0.00 P3-£0.00 P4-£0.00	Under B/15/00673 Affordable Housing = 50 Stour and Orwell Estuaries SPA Mitigation =- £10,750.00 Travel Plan Evaluation and Support - £5,000.00

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
SPROUGHTON	Land North of the A1071. Ipswich (Wolsey Grange)	DC/21/02671 – Outline Permission	750	Unknown	Unknown	<p>Off Site Affordable Housing Contribution - £37,968.00</p> <p>Affordable Housing – 262 dwellings (187 x Affordable Rented and 75 x Shared Ownership)</p> <p>Bus Service Improvements - £500,000.00</p> <p>Early Years Contribution - £2,362,437.00 (or £3,150 per dwelling)</p> <p>Primary School Contribution - £4,006,416.00 (or £5,342.00 per dwelling)</p> <p>SEND contribution - £392,490.00</p> <p>Habitats Sites Mitigation Contribution - £121.89 per dwelling</p> <p>Modal Shift Contribution - £347,500.00</p> <p>PROW contribution - £375,000.00 (to be used for: Sproughton Footpath 24, Sproughton underpass; Improvements to Public Footpaths 11 and 12 and access; provision of bridge over River Gipping)</p> <p>Public Open Space Commuted Sum - £2,515,996.94</p> <p>Sustainable Travel Contribution - £375,000.00</p> <p>Traffic Calming Contribution - £40,000.00</p> <p>Traffic Order Contribution - £11,500.00</p>

Location	Address	Planning Reference	No of Dwellings Approved	Total CIL due (Phases indicated (P) where appropriate)	CIL received to 23 January 2024	Infrastructure Requirements at the time of the Planning Application
						Travel Plan Monitoring Fee - £1,000 per annum

Appendix B – Babergh – CIL Bids under the Ringfenced Infrastructure Funds and the Local Infrastructure Funds

Technical Assessment of Bid – B23-08 – Brantham - Merriam Close Play Area Upgrade (from the Ringfenced Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>Brantham Parish Council is proposing to provide an improved play area at Merriam Close offering a new piece of equipment (cradle swing). This cradle swing will provide a more accessible piece of play equipment to meet the needs of different ability groups within the local community.</p> <p>The Parish Council monitors community views through a variety of means (public participation in Parish Council meetings and via various social media groups that identify local issues). It also has a Recreation Sub-committee who are responsible for monitoring the village plays areas, highlighting areas that need updating or improving and liaising with the local community. This monitoring has identified the view held in the village that the play equipment provided is insufficient to meet a wide range of needs for local children and they would benefit from more diverse play equipment in this play area.</p> <p>The project will enable a wider range of individuals to access the facilities and with the addition of the cradle swing will ensure that there is little need to make lengthy trips along busy roads to the different play areas.</p>
Delivery /timescales	Autumn 2023 (once CIL funding is approved)
Necessary other approvals	The remaining funding is being provided by the Parish Council. The District Councils planning department has confirmed that no new planning permission is required.
Public or private land	Freehold land (owned by Parish Council)
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	Brantham Parish Council maintains the play equipment in the play areas and will continue to do so going forward (and sets aside a certain amount of funds each year to undertake necessary repairs and upkeep of the play equipment). Equipment will be inspected annually in line with current obligations.

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes

Can the infrastructure be provided using s106 funds	None available
Is Bid complete	Yes – Validation has taken place and all criteria has been met.
Has information been verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No
PRIORITISATION (Using criteria from the CIL Expenditure)	
PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	N/A
Positively scores against provisions /objectives of Joint Corporate Plan and/or Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. The aim is to provide more diverse play areas to support a wider age range of children and abilities, they are also utilised by a local childcare provider. This will help development of the children’s imagination as well as social and physical skills. This new piece of equipment will continue to help in supporting the health and wellbeing of children and adults alike.
It represents key infrastructure (essential)	No
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money and the most cost-effective quote has been used. The amount of CIL funding is £3833.47 and represents 75% of the total eligible project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 and 75% of total eligible project costs.
Clear community benefits	Yes – this project will provide a newly upgraded play area and will benefit and improve the age range and abilities of children who can access and use the play area.
Community support (including results of Consultation exercise.)	Yes – local residents have requested, via social media channels etc that the play areas within the village are upgraded. By providing an additional piece of equipment to Merriam Close play area that will support a wider age and ability range of children will meet this request by the local community. This is a Parish Council run project.
Deliverability (“oven ready” schemes)	The project is ready to begin once funding is approved
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council Neighbourhood CIL. The Parish Council has advised that they will pick up any additional costs.

Timeliness	The project is ready to begin once funding is approved
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e., Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative project between the District Council (CIL) and the Parish Council using their Neighbourhood CIL funds.</p> <p>Total cost of the project is £5,111.29 (excluding VAT)</p> <p>Parish Council Contribution £1,277.82</p> <p>The CIL Bid Fund application is for £3,833.47.</p>
Community Bid – Funding percentage of Total Eligible project costs	75% of the eligible project costs will be funded with CIL
Supports housing and employment growth	Yes – The upgraded play area support families moving into the area and a local provider is installing the equipment.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – The Parish Council will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Babergh.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials.
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities families will not have to travel by car to access play and outdoor facilities. The project will be looking to use sustainable materials which will ensure longevity
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that is a safe, age-appropriate play area for children to play in the local area.

CONCLUSIONS

- Brantham Parish Council, after consultation with local residents are proposing to upgrade and provide additional equipment to the play area at Merriam Close, to widen the age range and abilities which this play area caters for. The Parish Council will achieve this by installing a new cradle swing at Merriam Close as well as new ground surfacing to improve safety and ensure that the site can be used. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.
- Brantham Village stretches along the busy A137 and the Parish Council has identified a need to ensure that the play areas provided for the local families offer the best facilities available and has taken the feedback from local residents on board when deciding to upgrade the play areas. It is anticipated that with the provision of a cradle swing at Merriam Close play area, it will provide a more diverse and age-appropriate area for children of all abilities. This will also ensure that the area continues to be utilised not only by the local residents but also by those in the surrounding area.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £3,833.47 and represents 75% of the total eligible project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total eligible project costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh.

RECOMMENDATION

Recommendation to Cabinet to note this delegated decision for this CIL Bid of £3,833.47 which is 75% of the total eligible project costs from the Ringfenced Infrastructure Fund.

Technical Assessment of Bid – Project B23-12 Upgrade to Cordell Place Play Area, Long Melford (from the Ringfenced Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	Long Melford Parish Council is proposing to provide an improved play area with more diverse equipment that meet the needs of a wider age group and abilities within the local community and surrounding areas. The proposal is for equipment better suited to a more inclusive and accessible play area as there are currently no facilities within the current play area to facilitate this.

	<p>The Parish Council has monitored community views as part of the adopted Long Melford Neighbourhood Plan and a survey conducted in 2020 to gain local residents views on what they would like to see included in the Play Area. More seating, swings, toddler equipment (under 5s) and slides as well as fencing around the toddler play area. The consensus indicates that the current play equipment is insufficient to meet a wide range of needs for local children and that more under 5's equipment would be beneficial.</p> <p>The project will enable a wider range of individuals to access the facilities and with more diverse equipment offered. It will create an inclusive and accessible area (which will include sensory play) and remove the old play equipment and surfacing which are no longer fit for purpose. The introduction of five-a-side goal posts will provide equipment for team games which will support the development of children's social and team skills.</p>
Delivery /timescales	Summer 2024 (once CIL funding is approved and the lease is signed)
Necessary other approvals	The remaining funding is being provided by the Parish Council and s106 funds. The District Councils planning department has confirmed that, subject to a lease being signed with Babergh District Council (currently ongoing) that Long Melford Parish Council do not need to submit a planning application Other funding for the project has been secured.
Public or private land	Currently owned by Babergh District Council. A lease is in the process of being prepared so that Long Melford Parish Council takes on the responsibility.
State aid details if any	There are no state aid concerns relating to this bid for CIL funding
Details of future funding maintenance	Long Melford Parish Council currently completes the maintenance on the play areas in their Parish and will continue to do so on the new and additional equipment. Equipment will be inspected annually in line with current obligations and repairs funded by the Parish Council as required.

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes
Can the infrastructure be provided using s106 funds	Partially - s106 funds have been secured
Is Bid complete	No – the lease for the play area is still to be signed

Has information be verified	Yes
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	Yes
Positively scores against provisions /objectives of Our Plan for Babergh and/or the Councils Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – Community Provision. The aim is to provide more diverse play areas to support a wider age range of children and abilities as the Play area is not currently accessible or inclusive for those with disabilities. By providing a more diverse play area, it will help development of the children’s imagination as well as social and physical skills (including team building). These new facilities will help in supporting the health and wellbeing of children and adults alike.
It represents key infrastructure (essential)	No
Value for money	Yes – The Infrastructure team has worked with the applicant to ensure that the project is value for money and the most cost-effective quote has been used to meet the aims of the local community
Clear community benefits	Yes – this project will provide newly upgraded play areas and will improve the age range and abilities that the equipment is able to be used by for which there is no current provision.
Community support (including results of Consultation exercise.)	Yes – the local residents requested that the play areas are upgraded to provide a greater range of equipment to support a wider age and ability range. This is a Parish Council run project. A lease for the play area will be signed by Long Melford Parish Council (Babergh District Council currently own the land). The consultation exercise was based on a CIL Bid of £100,000 which has now been adjusted to £97,437.31 (75% of amended total eligible project costs).
Deliverability (“oven ready” schemes)	The project is ready to begin once funding is approved and the lease is signed.
Affordability (from CIL Funds)	Yes – The CIL Bid application is also funded via Parish Council Neighbourhood CIL and s106 secured funding. The Parish Council has advised that they will pick up any additional costs.

Timeliness	This project is ready to begin once funding is approved and the lease is signed.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	<p>The project is a collaborative Bid between the District Council (CIL), the Parish Council using their Neighbourhood CIL funds and s106 funds.</p> <p>Total cost of the project is £129,946.26 (exclusive of VAT)</p> <p>S106 Funding: £12,942.08 Parish Council Funds: £19,566.87</p> <p>The CIL Bid Fund application is for £97,437.31.</p>
Community Bid – Funding percentage of project	75% will be funded with CIL
Supports housing and employment growth	Yes – The upgraded play areas support families moving into the area.
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – The Parish Council will maintain and ensure the equipment is inspected to current guidelines and legislation.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria and has been developed under the Community Infrastructure section under the Infrastructure Funding Statement (Infrastructure List) for Babergh.
How does the proposal affect green infrastructure principles?	The new equipment is being sourced using recycled materials.
How does the project address green/sustainability principles/infrastructure?	With additional and improved local facilities families will not have to travel by car to access play and outdoor facilities. The play area is central to the village and near to the primary school.
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	The proposal will ensure that is a safe, age-appropriate play areas for children to play in the local area. Additional seating will encourage parental supervision and the play area for under 5s will be enclosed to ensure a safer environment.

CONCLUSIONS

- Long Melford Parish Council after consultation with local residents are proposing to upgrade and provide additional equipment to widen the age range and abilities which the Cordell Place play area caters for, including team play. Currently the Play Area is owned by Babergh District Council and Long Melford Parish Council and in the process of negotiations for a lease for the area. The Parish Council will achieve this by removing the existing equipment and creating an inclusive and accessible area (which will include sensory play equipment), create a safe enclosed area for the under 5s and include provision of equipment for team games (five-a-side goals). A path will be created to provide entry to the accessible and under 5s area enabling wheelchairs users and pushchairs to easily navigate the play area. Using new sustainable materials to ensure longevity and equipment will ensure easier maintenance.
- The Parish Council has identified a need to ensure that Cordell Place play area provides an inclusive, accessible, and fit for purpose Play Area. This will provide local families with a play area that meets the needs of multiple users and takes into consideration feedback from local residents through a survey conducted in 2020 as well as part of the adopted Neighbourhood Plan for Long Melford. The play area will provide a focal point to support the development of children's social and team skills, provide a social space for parents to meet whilst children play encouraging more community cohesion. It is anticipated that with the provision of more age-appropriate equipment for under-fives it will ensure that these areas continue to be utilised not only by the local residents but also by those in the surrounding area.
- The amount of CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework as the CIL Bid is for £97,437.31 and represents 75% of the CIL eligible project costs. It lies within the community infrastructure thresholds of not exceeding £100,000 or 75% of the total costs. This project has been delivered under the Community Infrastructure section within the Infrastructure Funding Statement (Infrastructure List) for Babergh.

RECOMMENDATION

Recommendation to Cabinet to approve the CIL Bid for £97,437.31 which is 75% of the total eligible project costs from the Ringfenced Infrastructure Fund subject to a lease (of not less than 25 years) being signed.

Technical Assessment of Bid – Project B21-07 Belle Vue Park Sudbury Toilets/Changing Places Facility and Car Park Works (from the Local Infrastructure Fund)

ASSESSMENT

Validation

VALIDATION	ASSESSMENT
Need /Justification	<p>The planning application which recently received the benefit of planning permission and which relates to this CIL Bid, is for the erection of a café and toilet block including outdoor seating area (following demolition of existing toilet block) at Belle Vue Park in Sudbury</p> <p>The planning application comprises of:</p> <ul style="list-style-type: none"> • Demolition of existing old brick and tile toilet block (approx. 1930’s) • Replace with a modular construction (café and integrated toilets - with all entrances to the toilets on the exterior of the building) situated on northern side of B1508 Cornard Road • Land area 2,500m2, café with integrated toilets c.110m2 • X1 café • Indoor and outdoor seating • X4 standard WC’s (inc sinks) • X1 changing places facility. <p>This CIL Bid relates to a request for 100% of the funding of the toilets and changing places facility together with a proportioned amount for the ground works for the toilets, drainage and electrical provision for the toilets, works to a nearby wall and the re-cambering of the car park only). All of these elements of the project are classed as infrastructure and lie within the CIL Expenditure Framework and are eligible for funding. The toilets and changing places facility doors open onto Belle Vue Park, making them available for use by the local community and visitors to the park, accessible to all, not just those using the café. On this basis and as the proposal has been submitted by the Council as an infrastructure provider, the amount of funding is not limited. However, no District CIL is being used for any part of the works involved in the cafe as the CIL Expenditure Framework does not allow the use of District CIL for any business purpose.</p>

	<p>The park has an estimated footfall of around 3,000 to 4,000 visits per month (seasonal variances) and is a very well used facility in a prominent location within the town. Supporting this overall project in Sudbury with new toilet provision which includes a Changing Place facility will assist residents and visitors to the town during their stay.</p> <p>The changing places facility is designed to include specialist equipment such as a height adjustable changing bench, peninsular toilet, ceiling tracked hoist and shower. This space will provide accessibility and extra equipment and space to allow use of these facilities for people with profound multiple learning disabilities or with physical disabilities such as spinal injuries, muscular dystrophy, multiple sclerosis.</p> <p>This project will mean that the toilets facilities can be accessed by all benefitting health and wellbeing inclusively. The nearest Changing Places Facilities are located out of the town centre at Tesco Sudbury with the next closest located in Hadleigh so this project will help to address any shortfall in provision within the Babergh District.</p>
Delivery /timescales	Start date will occur once CIL funding is approved.
Necessary other approvals	Yes – Planning Permission DC/23/05003 granted 10.01.24. Building Regulation Approval is being sought.
Public or private land	Public land owned by Babergh District Council
State aid details if any	There are no state aid concerns relating to this bid for CIL funding.
Details of future funding maintenance	Whilst there will be an income from the café operator lease rental, which is not part of this CIL Bid, the park will be maintained by Babergh District Council and volunteer sectors, external funding bids where viable and park events. A Business case has been provided to support the CIL Bids and funds will be available for maintenance going forward.

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

BIDS SCREENED	ASSESSMENT
Must follow the Infrastructure Funding Statement (Infrastructure List)	Yes - Provision of infrastructure for use as toilets with re-cambering of the car park and works to a wall
Can the infrastructure be provided using s106 funds	No

Is Bid complete	Yes – Validation has taken place and all criteria has been met.(subject to the need to obtain Building Regulation approval)
Has information be verified	Yes – Validation complete.(subject to the need to obtain Building Regulation approval)
Is this infrastructure linked to a major housing project which has priority?	No

PRIORITISATION (Using criteria from the CIL Expenditure)

PRIORITISATION CRITERIA	ASSESSMENT
Infrastructure necessary for an approved growth project (those with planning permission) in order that development carried out is sustainable.	No
Positively scores against provisions /objectives of Our Plan for Babergh and/or the Councils Joint Local Plan and/ or Infrastructure Strategies or other Babergh and Mid Suffolk strategies or external strategies Babergh and Mid Suffolk support and/or input into	Yes – this project will provide facilities to improve accessibility for communities for health and wellbeing.
It represents key infrastructure (essential)	No
Value for money	Yes – the Council has undertaken a competitive tender process .
Clear community benefits	Yes – Accessibility for all. The toilet facilities can be accessed independent of the café and will be capable of use by the public.
Community support (including results of Consultation exercise.)	Yes – Babergh District Council have engaged with the public over several years including January 2020 public exhibition in Sudbury, and most recently in the park over two days on 15/16 October 2021. There is wide community support for a new café, (albeit the café is not part of the CIL Bid funding request) and is evidenced by support from over 70% of respondents to community survey in October 2021.

	Consultation has taken place with District Ward Councillors, Suffolk County Councillor and the Town Council in accordance with the CIL Expenditure Framework requirements.
Deliverability (“oven ready” schemes)	Yes (albeit Building Regulation approval must be obtained)
Affordability (from CIL Funds)	Yes
Timeliness	The project is ready to begin once the funding is approved and Building Regulation has been obtained.
By releasing CIL money can we achieve infrastructure provision through collaborative spend? (i.e. Infrastructure providers, Parish/Town Councils, Babergh and Mid Suffolk infrastructure provision, or LEP/Government funding)	The total cost of the project is £706,514.31. Total Eligible Project Costs £533,329.31 Other funding from Council Reserves £292,759.31 The CIL Bid Fund application is for £240,570.00 (which is an amount based on the infrastructure provided (toilets and changing places facility together with a proportioned amount for the ground works for all the toilet, together with all necessary drainage and electrical infrastructure (to support the toilets) works to a nearby wall and the re-cambering of the car park only).
Community Bid – Funding percentage of project	The CIL Bid Fund application is for £240,570.00 (which is an amount based on the infrastructure provided (toilets and changing places facility) at 100% together with a proportioned amount for the ground works for all the toilets, together with all necessary drainage and electrical infrastructure (to support the toilets at 100%) including works to a nearby wall and the re-cambering of the car park at 100%). No District CIL is being used for any part of the works involved in the cafe as the CIL Expenditure Framework does not allow the use of District CIL for any business purpose.
Supports housing and employment growth	The provision of toilets and a changing place facility on this site will benefit residents and visitors to the town alike
Have a package of measures been proposed and submitted which allow for ongoing maintenance of the infrastructure such that its longevity can be assured	Yes – Whilst there will be an income from the café operator lease rental, which is not part of this CIL Bid, the park will be maintained by Babergh District Council and volunteer sectors, external funding bids where viable and park events. A Business case has been provided to support the CIL Bids and funds will be available for maintenance going forward.
Must be based on the developing Infrastructure Delivery Plan unless circumstances dictate otherwise	This project meets the CIL Expenditure Framework criteria

How does the proposal affect green infrastructure principles?	N/A
How does the project address green/sustainability principles/infrastructure?	N/A
How does the project affect state aid implications?	No State aid concerns for this project
How does the project affect security and safety in the community?	N/A

CONCLUSIONS

- The planning application which recently received the benefit of planning permission and which relates to this CIL Bid, is for the erection of a café and toilet block including outdoor seating area (following demolition of existing toilet block) at Belle Vue Park in Sudbury. This CIL Bid relates to a request for 100% of the funding of the toilets and changing places facility together with a proportioned amount for the ground works for the toilets, drainage and electrical provision for the toilets, works to a nearby wall and the re-cambering of the car park only). All of these elements of the project are classed as infrastructure and lie within the CIL Expenditure Framework and are eligible for funding. The toilets and changing places facility doors open onto Belle Vue Park, making them available for use by the local community and visitors to the park, accessible to all, not just those using the café. On this basis and as the proposal has been submitted by the Council as an infrastructure provider, the amount of funding is not limited. However, no District CIL is being used for any part of the works involved in the cafe as the CIL Expenditure Framework does not allow the use of District CIL for any business purpose.
- The park has an estimated footfall of around 3,000 to 4,000 visits per month (seasonal variances) and is a very well used facility in a prominent location within the town. Supporting this park in Sudbury with new toilet provision which includes a Changing Place facility will assist residents and visitors to the town during their stay.
- The changing places facility is designed to include specialist equipment such as a height adjustable changing bench, peninsular toilet, ceiling tracked hoist and shower. This space will provide accessibility and extra equipment and space to allow use of these facilities for people with profound multiple learning disabilities or with physical disabilities such as spinal injuries, muscular dystrophy, multiple sclerosis. The nearest Changing Places facilities are located out of the town centre at Tesco Sudbury with the next closest located in Hadleigh so this project will help to address any shortfall in provision within the Babergh District.

- The amount of District CIL funding is regarded as acceptable under the terms of the CIL Expenditure Framework. No District CIL is being used for any part of the works involved in the cafe as the CIL Expenditure Framework does not allow the use of District CIL for any business purpose.

RECOMMENDATION

Recommendation to Cabinet for approval of this CIL Bid for £240,570.00 from the Local Infrastructure Fund (subject to Building Regulation approval).

Equality Impact Assessment (EIA) Initial Screening Form



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

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

<p>1. Policy/service/function title</p>	<p>Strategic Planning Policy – Infrastructure – Community Infrastructure Levy (CIL) – Babergh CIL Expenditure Programme. – March 2024 One separate report and one separate CIL Expenditure Programme for Babergh together with a technical assessment for each of the CIL Bids.</p>
<p>2. Lead officer (responsible for the policy/service/function)</p>	<p>Christine Thurlow – Professional Lead – Key Sites and Infrastructure.</p>
<p>3. Is this a new or existing policy/service/function?</p>	<p>New Existing: Existing (see 5 below)</p>
<p>4. What exactly is proposed? (Describe the policy/service/ function and the changes that are being planned?)</p>	<p>The Community Infrastructure Levy (CIL) - CIL Expenditure Programme – September 2018 was presented to both Councils Cabinets in September 2018 (relating to CIL Bids submitted in Bid Round 1 (in May 2018). The report recommended decisions by both Councils Cabinet and delegated decisions for Cabinet to note and endorse on the Bids in their Districts for delivery of infrastructure. The Key CIL documents have been subsequently reviewed and adopted as follows:-</p> <ul style="list-style-type: none"> • First Review - March 2019 • Second Review – April 2020 • Third Review – March 2021 • Fourth Review – 21st July 2022 (Mid Suffolk) and 6th October 2022 (Babergh) • Fifth Review - March 2023. • Sixth Review – results and adoption expected March 2024

	<p>The Cabinet decisions relating to infrastructure projects made in respect of Bids round 2 (October 2018) 3 (May 2019) 4 (October 2019) 5 (June 2020) and 6 (October 2020), 7 (May 2021) 8 (October 2021) 9 (May 2022) 10 (October 2022) and 11 (May 2023) were made in August/September 2019, March, June September and December 2020, March, October and December 2021, March, September and November 2022 and March and September 2023, respectively.</p> <p>This report focuses on Bids made in CIL Bid Round 12 (October 2023) at the time of writing the reports. However, it also includes recommendations for CIL Bids submitted earlier and includes a delivery update for CIL Bids submitted in Bid Rounds 1 to 11 together with a list of emerging infrastructure projects being developed for future Bid submission (in accordance with the revisions to the CIL Expenditure Framework)</p>
<p>5. Why? (Give reasons why these changes are being introduced)</p>	<p>All the Bids submitted for CIL funding are different and relate to different Parishes, different types of infrastructure and as both Councils are sovereign Councils, monies are collected recorded and spent separately.</p> <p>There are two Bid Rounds each year and each Bid is validated screened for other forms of funding and then prioritised according to the agreed criteria, for each Bid. Dependant on whether the spend is above or below £10,000 the decision will either be made by Cabinet (£10,000 and above) or under delegated decision (under £10,000) where the decisions will be presented to Cabinet to be noted.</p> <p>At least two CIL Expenditure Programmes are produced for both Council's Cabinets to consider each year so that delivery of infrastructure can be responsive to demand, and focus can be maintained on outcomes related to delivery of infrastructure supporting growth.</p> <p>In this way the development that is carried out is sustainable as any harm from the development is mitigated by the infrastructure provision.</p>
<p>6. How will it be implemented? (Describe the decision-making process, timescales, process for implementation)</p>	<p>The processes and procedure including governance arrangements for CIL expenditure are set out in the CIL Expenditure Framework and the CIL Expenditure Communications Strategy with timescales set out in the associated Key CIL calendar document. The processes are described 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>
<p>If the answers are 'no' to questions 7-10 then there is no need to proceed to a full impact assessment and this form should then be signed off as appropriate.</p> <p>If 'yes' then a full impact assessment must be completed.</p>	
<p>Authors signature Christine Thurlow</p> <p>Date of completion 26th January 2024.</p>	

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

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

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Agenda Item 12

BABERGH DISTRICT COUNCIL

TO: Babergh Cabinet	REPORT NUMBER: BCa/23/46
FROM: Cllr Daniel Potter – Cabinet Member for Environment	DATE OF MEETING: 04 March 2024
OFFICER: Fiona Duhamel (Director of Economic Growth & Climate Change) & Sarah Wilding (Climate Change Manager)	KEY DECISION REF NO. CAB467.

Refreshed Carbon Reduction Management Plan

1. PURPOSE OF REPORT

- 1.1 This report sets out the Council's refreshed Carbon Reduction Management Plan from the first iteration that was produced in 2020 after the Climate Emergency was declared in July 2019.

2. OPTIONS CONSIDERED

- 2.1 Do nothing.

3. RECOMMENDATIONS

- 3.1 That the contents of the refreshed Carbon Reduction Management Plan and accompanying narrative at Appendix A & B to the report be approved.
- 3.2 The portfolio holder for the environment, in consultation with the director will develop a funding package to deliver on the priority actions for 24/25.

REASON FOR DECISION

- Following the declaration of a climate emergency on 25 July 2019, the council produced their first Carbon Management Action Plan.
- A refresh of this plan is therefore prudent, particularly with a new administration and Corporate Plan to set new priorities and continue the roadmap to reach net zero by 2030.

4. KEY INFORMATION

- 4.1 This Plan provides a comprehensive set of actions developed from the original Action Plan and considers the changing needs of the organisation and its local communities

and businesses, which have been agreed at a joint council, cross party task and finish group.

- 4.2 The Plan sets out priorities for each year with regards to delivery and focusses on the ones that will have the biggest impact in terms of delivering against the council's net zero 2030 commitment,
- 4.3 The councillors in the task & finish group prioritised three projects for 24/25 that would have the biggest impact in reducing CO₂e: decarbonising leisure centres, decarbonising sheltered housing and exploring the potential of switching the waste fleet & public realm to EV.
- 4.4 By adopting this plan, the council demonstrates its commitment to achieving net zero by 2030.
- 4.5 This plan reflects the priorities set out in the council's new Corporate Plan and the direction and intention of the council to address climate change and provide leadership in the drive to become net zero.
- 4.6 The Carbon Reduction Management Plan reflects the trajectory seen in the most recent Greenhouse Gas Report and sets out the key priorities in terms of future projects and the actions necessary to reduce emissions.

5. REPORT HIGHLIGHTS

- 5.1 The council committed to become carbon neutral by 2030, using 2018/19 as its baseline, calculated as 5,804 tonnes carbon dioxide equivalent.
 - 5.2.1 The original Carbon Management Action Plan was published in 2020 with a set of prioritised proposals. This refreshed plan has taken a step further to consolidate them by identifying the next steps.
 - 5.2.2 This refreshed plan identifies the many achievements since its first iteration and the latest Greenhouse Gas Report supports the resultant CO₂ savings.
 - 5.2.3 Overall leisure centre emissions in 2022/23 dropped by **216 tCO₂e (11.9%)** following the installation of roof mounted solar PV (photo voltaic), low carbon heat pump technology (in the bowls hall at Mid Suffolk, Stowmarket) and the replacement of life expired boilers with energy efficient boiler plant and controls.
 - 5.2.4 Further work is needed to decarbonise the leisure centres because, despite the interventions already established, they are the biggest emitter of CO₂e (41%) according to the 22/23 Greenhouse Gas Report.
 - 5.2.4 Existing solar PV panels on the social housing estate continue to reduce scope 2 emissions, however, an assessment of council owned sheltered housing is needed because they are the second biggest emitter of CO₂e (25%). Consideration should be given to adding solar PV to all sheltered housing, thus reducing the reliance on

fossil fuels. There are currently only 4 sheltered houses with solar PV. However, this decarbonisation of the sheltered homes must be taken alongside any wider review of this accommodation if required to ensure value for money and effective reduction in carbon emissions.

- 5.2.5 Emission reductions have drastically reduced with the introduction of using hydro-treated vegetable oil (HVO) in waste refuse collection vehicles and public realm vehicles. For year 22/23, initial estimates of up to 598t CO₂e have been reduced to 249t CO₂e, compared to the 2018/19 baseline of 1,400t CO₂e.
- 5.2.6 Installing publicly accessible electric vehicle charging infrastructure is providing residents wider (car) choice, which together with the switch from diesel in council waste refuse vehicles, is reducing emissions and improving air quality locally to give health benefits.
- 5.2.7 The council's journey to net zero was disrupted by Covid but large-scale interventions since 2021 will support further reductions in emissions. It is also encouraging that emissions have not risen to pre pandemic levels.

6. FINANCIAL IMPLICATIONS

- 6.1 The 22/23 Greenhouse Gas Report identified that to decarbonise heating in the built estate would require a capital investment of circa £11 million and will reduce the councils' overall emissions by a further 45%. This figure is an estimate only and further work is required to better understand future costs of decarbonising the council's estate. This report has, therefore, prioritised the things that will have the greatest impact in achieving this ambitious goal.
- 6.2 Since the previous report external funding has been applied for via a Sports England Swimming Pool bid totalling £1.8m for both Babergh and Mid Suffolk leisure centres.
- 6.3 A Social Housing Decarbonisation Funding bid is currently in the early stages of being developed and, if successful will include approximately 200 properties, 100 from each district. The estimated value of the bid is between approximately £4 - 5 million with Babergh and Mid Suffolk Councils being responsible for 50% of the funding.
- 6.4 The government announced that Phase 4 of the Public Sector Decarbonisation Scheme will open in 2024, date to be confirmed. Appropriate assets will need to be identified to put in a funding bid,
- 6.5 A recommendation in this report is the development of a funding strategy to sit alongside the Carbon Reduction Management Plan.

7. LEGAL IMPLICATIONS

- 7.1 There are no legal implications arising from this report however further work on council assets may be subject to lease and land negotiations with tenants and other occupiers of the council's estate.

8. RISK MANAGEMENT

- 8.1 The inability to meet net zero targets is a key risk in the council's Strategic Risk Register. Mitigation is already underway through the investments over the last 3 years, but further work is ongoing to identify next stage actions.

9. CONSULTATIONS

- 9.1 A proportional cross-party task & finish group was established to identify the priorities of the Carbon Reduction Management Plan in working towards achieving net zero by 2030.
- 9.2 The refreshed plan will be shared on the council's website and will be subject to public ongoing review.
- 9.3 Public consultation of individual aspects of delivery of the plan will be carried out subject to specific project requirements.

10. EQUALITY ANALYSIS

- 10.1 If any of the protected grounds may be affected because of the recommendations in this report a full Equality Impact Assessment (EIA) will need to be carried out. Initial screening has concluded that a full Equality Impact Assessment (EIA) is not required at this stage.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 This report identifies Council's plans and vision to achieve net zero by 2030.

12. APPENDICES

Title	Location
(a) Refreshed Carbon Reduction Management Plan	Attached Attached
(b) Narrative to accompany the Plan	

13. BACKGROUND DOCUMENTS

None other than Appendices above

Theme	Action No.	Action	Responsibility	Progress	Cost	Carbon Impact/Saving	Timescale	KPI	Comments	
LOW CARBON	1.1	Ensure that certified low carbon tariffs become a prerequisite for any future tender for the service		Ongoing	L	H	24/25	?		
	1.2	We will investigate new proposals for rooftop solar, wind power generation, alternative fuels, e.g. hydrogen and energy sources plus increased battery storage	Sarah Wilding	New	H	H	25/26	Number of successful projects & CO2e savings		
	1.3	We will explore the construction of solar carports at Hadleigh & Stradbroke leisure centres following the successful implementation at Sudbury & Stowmarket	Sarah Wilding	New	H	H	25/26	Number of solar carports & amount of energy generated/CO2e savings		
	1.4	To create a Skills & Innovation Centre in order to support inward investment. Developing a greener economy, creating new skills and jobs. This will include a new Centre of Excellence for innovation and green skills at the Gateway 14 Business Centre in Stowmarket	Emily Attack	New	H	M	26/27	The 35,000 sq ft building will be built to meet a minimum BREEAM standard of 'excellent' which will ensure it is highly sustainable and delivering significant energy and carbon savings. BREEAM excellent rated buildings on average reduce carbon emissions by 33%.		
	1.5	We will investigate the potential for expanding the use of renewable energy via the SUEZ plant		New			H	26/27	Number of localised businesses that benefit from low carbon/renewable	
	1.6	We will extend Low Carbon measures in our leisure centres: Air Source Heat Pumps & new filtration system		New	H	H	H	24/25	Funding secured Measure put in place to save x per year	
HOUSING	2.1	We will review policy and regulation for energy conservation reduction and efficiency to understand how this can be standardised for the Councils' new builds and retrofits.	Deborah Fenton	Ongoing	H	H	24/25	Out of 3300 homes in MS, 2000 have EPC A - C. Out of 3500 homes in Babergh, 2000 have EPC A - C		
	2.2	Proposed Housing Strategy revised action: Seek the resources to assess the environmental performance of our housing stock and determine what additional prioritised actions we are going to take to reduce carbon emissions and contribute to our climate emergency objectives.	Deborah Fenton	Ongoing	H	H	25/26	All council housing stock has an EPC rating of C or above		
	2.3	Proposed Housing Strategy revised action: Implement a programme of upgrades to heating systems in council stock, replacing oil systems wherever possible and prioritising heat pumps where appropriate. This should be done on a case by case basis, rather than applying to the whole of the council stock as different solutions will be needed. Specific budget will need to be established. Ensure joint working across Suffolk to make use of external funding opportunities.	Deborah Fenton	Ongoing	H	H	25/26	Number of homes that have been upgraded		
	2.4	Proposed Housing Strategy revised action: Prepare a broad specification for new build Council stock, to include consideration of passive technologies and measures to increase accessibility, by quarter 2 of 2020/21.	Deborah Fenton	Ongoing	H	H	26/27	?		
	2.5	Assess current resources against expected additional requirements for Building Safety Regulator regime and plan accordingly		Ongoing				25/26	?	
	2.6	We will ensure that assets are managed prudently to ensure that estate is future proofed. In addition we will challenge listed building energy efficiency	Holly Brett	New			H	24/25	All council assets	
	2.7	We will apply to the Social Housing Decarbonisation Fund (SHDF) to help future proof council owned housing, this opens on 20th November 2023	Richard Spencer	New	£2.5m	H		25/26	100 homes Babergh, 100 homes Mid Suffolk (if successful)	

	2.8	We will carry out a robust insulation project in Mid Suffolk through the Cosy Homes Project. All properties below EPC C and an income of £60K or less can apply for loft insulation, cavity wall & draft proofing. £2m ringfenced of reserves aimed at improving energy efficiency. Minimum fund of £3500 per	Amma Antwi-Yeboah	New	£2m	H	23/24	c. up to 570 homes	This started in November 2023 we very likely have push delivery into 24/25. We have just passed over eligible applications in January 24.
	2.90	We will signpost Warm Homes Suffolk grants for low incomes below £31 000	Amma Antwi-Yeboah	New		H	23/24	Number of successful applications	
	2.1	We will investigate ways to make our sheltered housing more energy efficient	Richard Spencer	New	H	H	25/26		
P L A N N I N G	3.1	Early developer engagement should become an action of the planning team & become a commitment across the whole organisation.	Tom Barker, Philip Isbell, Robert Hobbs, Sarah Wilding	Ongoing	L	M	24/25	Increasing take-up of pre-application advice service over time. Planned introduction in 2024 of carbon reduction advice into pre-app and screening Discharge of Conditions Supplementary Planning Documents set out Councils expectations for carbon reduction measures to enable applicants to design	Early developer engagement is an action of the planning team through pre-application discussions, where developers are prepared to engage early on, and engagement in the plan-making process, where necessary. Need to develop cohesive wrap-around of service to ensure inclusion of carbon reduction measures at application stage.
	3.2	We will encourage developers to include meadow planting in new housing developments.	Mark Emms, Tom Barker, Philip Isbell, Robert Hobbs, Sarah Wilding	Ongoing	L	M	24/25	Increasing inclusion of meadow planting measures in Major housing developments granted planning permission. Adoption of meadow planted areas in new housing	We will need to clarify the guidance and if this is a preferred course of action. This can be addressed in the Biodiversity and Trees Supplementary Planning Document.
	3.3	We will support the implementation of biodiversity net gain, energy and water-efficiency measures in new developments.	Mark Emms, Tom Barker, Philip Isbell, Robert Hobbs, Sarah Wilding	New	L	H	24/25	Increasing number of developments incorporating biodiversity net gain, energy and water-efficiency measures compliant with the Joint Local Plan.	
	3.4	To ensure that any regeneration projects are fully compliant and highly sustainably achievable	Lee Carvell	New	H	M	24/25	All developments achieve very good or above	
	3.5	To work with third parties to establish and better understand and support local power generation as appropriate	Sarah Wilding	New	L	H	27/28	Number of successful projects undertaken and total energy generated	
W A S T E & F L E E T	4.1	We will work with Suffolk Waste Partnership to minimise waste and improve recycling ; supporting FoodSavy, Glass recycling , Home Composting & improved recycling	Ollie Faiers	Ongoing / BAU	M	M	24/25	BDC Waste Team KPI_Q2 2023-24.xlsx	MSDC Waste Team KPI_Q2 2023-24.xlsx
	4.2	Working with all Suffolk Councils to implement the Recycling and Waste Strategy (RAWS) : weekly food waste collections , kerb side collections of glass and containers	Ollie Faiers	Ongoing	H	H	25/26	To meet Government target of 65% recycling	Very large county wide project implementation April 2026
	4.3	We will minimise waste & increase recycling through the following: • increase garden waste customers, • increase recycling rates and participation	Ollie Faiers	Ongoing / BAU	M	M	24/25	as KPI's above	
	4.4	Development of a litter & fly tipping strategy	Nick Christo	Ongoing	L	L	24/25		In draft form
	4.5	Engage with local schools, community groups & residents through events and promotional activities - to Reduce Waste and Improve Recycling	Ollie Faiers	Ongoing / BAU	L	L	24/25	To attend 10 events in each District per year	
T R A	5.1	Undertake an assessment with relevant partners to understand the ability of the grid to take on EV charging points in our districts (LEVI funding via SCC)	Georgina Karlsson	Ongoing	H	H	29/30	2025: 80 public use EV charging bays across Babergh and 73 EV charging bays across Mid Suffolk. 2030: Total of 217 EV charging bays in Babergh; 258 charging bays in Mid Suffolk	

SPORT & TRAVEL	5.2	To support campaigns such as cycle to work day	Katherine Davies	New	L	L	24/25	20% staff cycle to work at least one day per week	
	5.3	To develop a staff rewards package: EV Car Lease & Cycle to Work salary sacrifice	HR	New	L	L	23/24	Number of staff participating in the schemes	
	5.4	To promote the Co Wheels EV Pool cars	HR	New	L	L	23/24	Number of staff registered	
	5.5	To work in partnership with SCC to apply for LEVI funding for additional EV charging points	Georgina Karlsson	New	L	H	24/25	Number of additional EV charge points	
	5.6	We will develop a district-wide plan for providing electric vehicle charging infrastructure on Council-owned land for public use. Plan will be developed based on the demand metrics from the recent installations and developments in the market.	Katherine Davies/Georgina Karlsson	Ongoing	M	H	24/25	60 EV charging bays installed in Babergh and 53 in Mid Suffolk by end 23/24. An additional 20 charging bays in both Districts by end of 2025	
	5.7	Actively encourage working from home and to reduce staff commuting: •Alternative operating models e.g. offering car salary sacrifice, business lease schemes or collective purchase/leasing of electric vehicles •Review staff travel plan to consider vehicle emissions and encourage public transport and car sharing	HR	Ongoing	L	M			Many staff need to come into the office for their well being so helpful to make this 'ok' still - this seems very black and white.
	6.1	We will undertake an assessment for how to improve energy efficiency across the Councils' commercial estate (CIFCO) beyond that required by the Minimum to develop and adopt an Energy Action Plan setting out in detail the Councils' approach to reducing corporate energy use and carbon emissions and a target performance rating to be achieved. Energy Efficiency Standard (MEES) regulations (which stipulate that all properties should have a minimum Energy Performance Certificate rating of E). Utilise the findings of the assessment	Emily Attack	Ongoing				25/26	Produce an Energy Action Plan
6.2	We will review and revise the Councils' standard commercial rental lease agreement to incorporate appropriate "green clauses" (a green lease is a standard lease with additional clauses included which provide for the management and improvement of the environmental performance of a building by both owner and occupier). Develop a plan to transition new and existing leases to the revised agreement	Emily Attack	Ongoing				25/26	100% of all council commercial assets contain 'green' clauses	
6.3	We will carry out detailed energy audits of all Council buildings (depots, offices and leisure centres) to establish their performance, and improvement measures that are required to achieve optimum performance. Produce recommendations for each building/facility.		Ongoing				25/26	Energy audits completed for all operational and investment properties.	
6.4	We will develop and deliver a long-term Carbon Management Plan for all Council-owned (non-domestic) buildings and infrastructure, based on the findings of the audits, to reduce energy use and bring them to as close to zero emission as possible. The plan will identify potential energy and carbon savings, with associated costs, estimated payback and timeframes.	Emily Attack	Ongoing				25/26	Produce a Carbon Management Plan for operational and investment properties	
COUNCIL & COMMERCIAL									

L E S T A T E	6.5	Identify improvement measures / recommendations that are required to achieve optimum performance for each building/facility.	Emily Attack	Ongoing			24/25	Number & type of energy efficiency measure initiated	
	6.6	We will ensure that new Council facilities are designed and built to the highest standards of energy efficiency following the Net Zero Operational Carbon approach to deliver zero carbon buildings. We will also aspire to the highest standards when refurbishing our existing stock		Ongoing			26/27	Number & type of energy efficiency measure initiated	
	6.7	Set a target for planting on Council land.	Nick Christo	Ongoing	L	M	24/25	?	
	6.8	We will develop and implement a plan for replacing fossil-fuelled horticultural and street scene equipment (such as mowers and strimmers) with electric appliances.	Nick Christo				25/26	All fossil fuelled machinery switched to EV	
	6.9	Ensure all assets have stock condition and EPC rating.	Ben Forsdick	New	H	H	24/25	100% EPC with 90% rated between A and D	Reference the Strategic Asset Management Plan (SAMP) 2020-2025
	6.1	To apply for the Sport England Swimming Pool bid for all 4 leisure centres	Vicky Moseley	New			23/24	Successful bid	
	6.11	To investigate the feasibility of energy efficiency measures at current depots		New			24/25	Successful plan in place ready for delivery	
	6.12	To install EV chargers at depots in preparation for fleet EV		New	H	H	25/26	Number of EV chargers in place	
C u s t o m e r T r a n s f o r m a t i o n & I C T	7.1	Investigate opportunities within current contracts to ensure the 'circular economy' model is used e.g. IT equipment and phones. Further, that this be built into future contracts where goods are purchased.	Matt Harding	Ongoing			25/26	?	
	7.2	We will continue to reduce paper communications	Matt Harding	Ongoing	L	L	24/25	100% e communications	Not sure this is purely ICT - we have reduced number of printers and have seen a reduction in on-prem printing. Figures will be provided for 24/25 onwards.
	7.3	We will liaise with SCC to commission an energy audit of current ICT services, including identifying surplus hardware and energy demand through visualisation of devices and implementation of Thin Client Terminal	Matt Harding	Ongoing			25/26	?	May require specialist support. In meantime we continue move to Cloud provision for Key Lines Of Business Systems (where reasonably practicable) and have undertaken: Replacing servers and rack technologies with
	7.4	Establish a culture of phone, video and web conferencing whenever practicable	Matt Harding	Ongoing			24/25	?	All Staff now have access to Video Conferencing toolsets. Meeting Rooms in EH have been configured for Hybrid Working. MS Teams training provided via Learning icon in MS Teams.
B U S	8.1	We will work with partnership agencies to help businesses to develop low carbon business models and to secure investment to enable them to reduce their own carbon footprints and build climate resilience.	Michelle Gordon	Ongoing			26/27	Increased transparency of CO2 impact within Babergh and Mid Suffolk	
	8.2	We will continue to support and promote the Suffolk LAs' 'BEE Anglia' programme offering free energy and environmental audits and consultancy to SMEs, together with a grants scheme for implementing energy efficiency and renewable generation measures	Michelle Gordon	Ongoing			24/25	Number of audits undertaken & number of successful grants delivered	*BEEAnglia scheme has closed Replacement net zero support service has been commissioned via Groundworks fro delivery though to 31 March 25 - no details on service delivery after this date

B U S I N E S S & C O M M U N I T I E S	8.3	We will work with local businesses to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including: <ul style="list-style-type: none"> Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development Working with the business community to raise awareness of the risks and opportunities to local businesses of projected climate impacts, including extreme weather events and impacts on resource availability Providing support to businesses on developing business continuity plans and adaptation measures. 	Michelle Gordon	Ongoing			26/27	Number of businesses supported Number of events organised	*the LEP shuts down on 31 March 24, so this needs to be amended
	8.4	We will continue the Councils' membership of the Suffolk Climate Change Partnership and actively participate in and promote its work and remit, including the production and implementation of the wider Suffolk Climate Emergency Action Plan. Cabinet membership will continue to be a priority	Sarah Wilding	Ongoing			26/27		
	8.5	We will raise awareness of funding and support being offered by Groundwork East	Michelle Gordon	New	L	L	24/25	Number of applicants Decarbonisation Plans prepared	
	8.6	To administer the Rural Prosperity Fund to provide support for businesses and community organisations across our districts to invest in net zero adaptations	Michelle Gordon	Ongoing	L	L	24/25	Number of applicants and value of grants paid for net zero adaptations	
	8.7	Encourage membership of Carbon Charter	Michelle Gordon	New	L	M	24/25	Number of businesses signed up and level of award	
	8.8	Capital funding awards for 8 projects in Babergh & 11 in Mid Suffolk: a raft of energy efficiency measures were introduced	Michelle Gordon	New	L	M			
C U L T U R E & S O C I E T Y	9.1	We will develop and implement an environmental behavioural change and training programme for Council employees. The programme will focus on enabling staff to reduce energy costs and their carbon impact while at work and to assess carbon impacts where required for their roles. Teams will be encouraged to showcase positive changes.	Sarah Wilding	Ongoing	L	L	24/25	Number of staff via annual survey who have made changes	
	9.2	We will review existing procurement arrangements to ensure the Councils' supply chain is minimising carbon emissions and avoiding single use plastics.	Simon Jackson-Brown	Ongoing	L	L	25/26	Full transparency of Scope 3 GHG emissions, resulting in a reduction	
	9.3	Revised guidance will be produced that incorporates sustainability and social value approaches. This will include: <ul style="list-style-type: none"> Define and adopt 'whole life' costing of projects so that carbon and utility costs are considered together (not just initial capital cost). Encourage low energy use, more sustainable options and promote local purchasing where possible. Include a sustainability/environmental statement within tender documents, which will be provided to suppliers to ensure they prioritise sustainability within their proposals. Set a percentage weighting of supplier environmental performance in our selection process. 		Ongoing			24/25	?	

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9.4	Regular lunch and learn sessions and the launch of the Let's Talk Climate Change Workshop on 6th December. Opportunities for regional and national learning and peer mentors, increased opportunities for staff to switch to more efficient practices e.g., electric vehicle car loans	Sarah Wilding	New	L	L	24/25	3 lunch & Learn sessions each year
9.5	Rolling out a climate change skills / learning and development programme for staff to improve understanding of carbon and wider environmental context	Sarah Wilding/Teresa Dedman	New	L	L	24/25	100% of staff undergone some form of Environmental training
9.6	Encouraging personal responsibility through the support for the Climate Vision 10 Pledges and roll out of a Green Champions Network.	Teresa Dedman	New	L	L	24/25	1 member of staff per Service area
9.7	Base level training for all employees - More targeted/ intensive training for organisational decision-makers to enable them to adequately assess carbon impacts in their decisions.	Teresa Dedman	New	L	L	23/24	100% of staff complete mandatory training
9.8	UK 100 Membership: one Councillor taking part in the Climate Leadership Academy	Jo Hobbs	New	L	L	23/24	

Ongoing

New

Low: <£50k Low: reduce CO2te by <10%
 Medium: >£50k and <£200k Medium: reduce CO2te by >10% and <25%
 High: >£200k High: reduce CO2te by >25%

Themes	Action No.	Action	Status	Responsibility	Cost	Carbon Impact/Saving	Timescale	KPI	Comments
P L A N N I N G	1.1	To support sustainable development	New	Rob Hobbs, Phil Isbell	M	M	26/27	Number of new Major planning permissions which incorporate sustainable features and renewable energy options in sustainable locations compliant with the JLP.	The baseline for the KPI follows the JLP which resets the policy base for planning decision making.
	2.1	We will reduce residual household waste	New	Ollie Faiers	M	M	26/27	Babergh: 545kg (red), 508kg (amber). Mid Suffolk: 490kg (red), 455kg (amber)	
W A S T E	3.1	We will continue to support opportunities for public access to sustainable travel: Eezybike pilot scheme at Needham Lake	New	Katherine Davies	M	L	25/26	Number of times Eezybike is used	
	3.2	We will develop a Rural Transport Grant Scheme to provide new passenger transport routes across the whole of Mid Suffolk	New	Katherine Davies	H	M	24/25	More people accessing sustainable rural transport. More routes	
	3.3	To Deliver on the LCWIP	Ongoing	Katherine Davies	H	M	27/28	Assist in the delivery two schemes per district per year	
	3.4	To Deliver on the EVIIP	Ongoing	Katherine Davies	H	M	29/30	2025: Babergh 112 EVCP, Mid Suffolk 201. 2030: Babergh 217 EVCP, Mid Suffolk 258	
	3.5	To Establish a Community Rail Partnership for the Mid Anglia Line	New	Katherine Davies	H	M	25/26	Set up partnership and add valuable actions into the CRP officers work plan	
T R A V E L									
B U S I N E S S & C O M	4.1	Support small local businesses such as coffee shops to become net zero	New	Michelle Gordon	M	M	25/26	No of businesses applying for grants Decarbonisation plans produced.	

M M U N I T I E S	4.2	Improved engagement with schools and young people	New	Sarah Wilding	L	L	24/25	Number of schools participating in events and signing up to Eco Schools Programme	
	L O W C A R B O N	5.1	To work closely with Suffolk Climate Change Partnership (SCCP) to identify Community Energy Projects	New	Sarah Wilding	M	H	26/27	Number of Community Energy Projects
5.2		To promote solar PV to local communities via SCCP scheme through Solar Together	New	Sarah Wilding	L	H	26/27	Successful registrations and installations	
B E H A V I O U R A L C H A N G E	6.1	To continue to work with our residents to inform and advise through Local Climate Action Roadshows and regular attendance at local community engagement events	New	Sarah Wilding	L	L	23/24	Number of attendees at events (275 in Oct 2023)	
	6.2	To produce a database of funding & assistance to support local communities	New	Laura Butters	L	M	24/25	Number of hits and enquiries	LB Our councils fund licences for Grantfinder and Funding4Suffolk portal where we can share opportunities. I would suggest that we utilise these platforms. In addition we commission CAS to provide funding and support as well as having our own Grant Officers who provide this support. SCC grant officers also offer advice and guidance.
H O U S I N G	7.1	We will support the Home Upgrade Grant (HUG 2 Scheme) by signposting to local residents	New	Amma Antwi-Yeboah	L	M	23/24	Number of Upgrade Grants Approved	Residents are being signed posted to HUG, Now is a good time to do some comms on making residents aware of the scheme.

New	Low: reduce Low: <£50k CO2te by <10%
Ongoing	Medium: reduce >£50k and <£200k CO2te by >10% and <25%
	>£200k CO2te by >25%

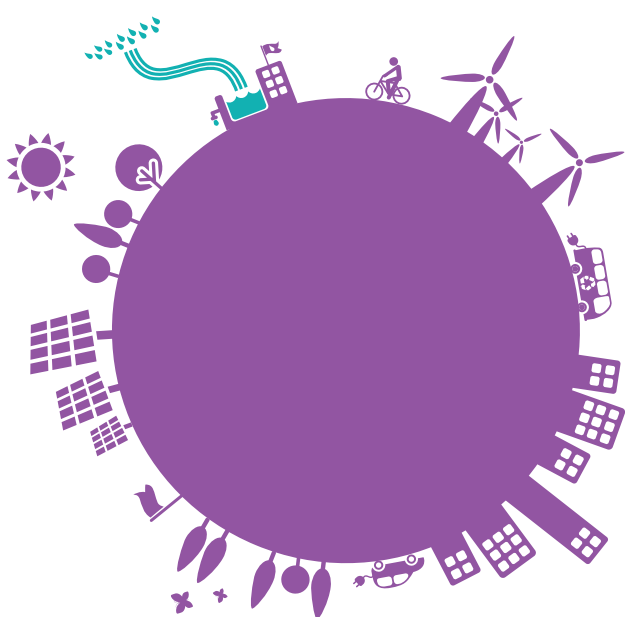


Carbon Reduction Management Plan



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Foreword

Climate change is recognised as the biggest threat facing our planet today. This has resulted in the World Health Organisation placing climate change and air pollution at the very top of its list of threats to public health.

The science is clear, we need to act urgently to reduce our carbon emissions to limit global temperature rise to below 1.5° to prevent devastating impacts around the world and closer to home. We also need to prepare for a changing climate.

Climate Change is a long lasting and universal problem that will affect everyone, particularly the more vulnerable. As stewards of this planet our young people need to be confident in our ability to lead by example, therefore this Carbon Reduction Plan sets out our vision and priorities as a council.

As a council, we have a duty of care to protect our residents and the environment.

Significant progress has been made since both Babergh and Mid Suffolk councils declared a climate emergency back in July 2019. The election of a new administration in May saw the need to refresh the original Carbon Reduction Management Plan to set out the councils' vision, commitment and priorities, together with how we intend to achieve some of its climate aspirations.

This Plan will be an integral part of the councils' Corporate Plan ensuring that it is fully embraced across the organisation. This Plan is a call to action and will need the full support and engagement from all parts of Babergh and Mid Suffolk to ensure that our ambition for net zero by 2030 is achieved.



Cllr Daniel Potter
Babergh District Council



Cllr Tim Weller
Mid Suffolk District Council

Introduction:

In 2019 Babergh & Mid Suffolk District councils recognised and declared a climate emergency and made a commitment to investigate ways in which they could reduce their own greenhouse gas emissions as well as supporting the Suffolk wide aim of becoming carbon neutral by 2030. Both councils also agreed to establish a joint council cross-party Environment & Climate Change Task Force to examine ways in which they could respond to the climate change challenge on a spend to save basis.

Collective commitment to tackle climate change can't be achieved alone. Partnerships between businesses, communities and organisations across Babergh & Mid Suffolk will provide a stronger vice on a local, regional, and national level, this will enable a successful transition to net zero. However, it is not just about delivering net zero, it is also about ensuring a more sustainable future for the communities of Babergh & Mid Suffolk to ensure they thrive, prosper, and grow.

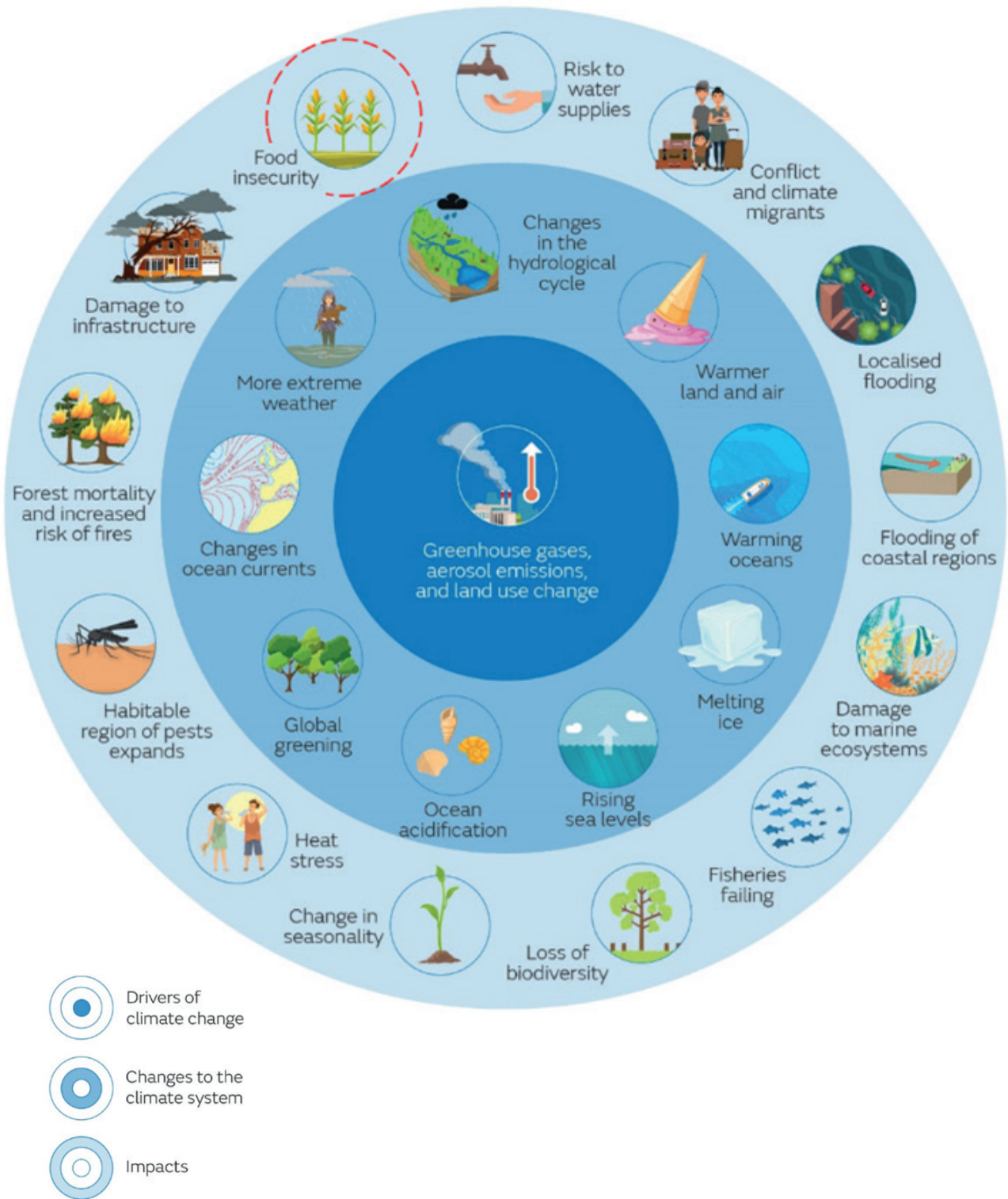
The new Corporate Plan is 'designed to seize the opportunities and address the challenges the districts and their organisations face, for the foreseeable future' and it's vision is to support and help facilitate 'Great communities with bright and healthy futures that everyone is proud to call home.' This is reflected in the refreshed version of the Carbon Reduction Management Plan. Together, Babergh and Mid Suffolk District councils' commitment to 'take the lead in responding to the challenge of climate change and protecting and enhancing our natural and historic environments' as well as, 'leaving a positive legacy for our children and grandchildren,' will ensure the sustainability of both districts.

The COVID-19 pandemic created unprecedented impacts on the ability to move forward on these plans, however, there is now a greater sense of urgency. According to the World Health Organisation, climate change is the single biggest challenge faced by this planet.



What is climate change: This is summed up eloquently in this article published by the Natural History Museum.

[What is climate change and why does it matter? | Natural History Museum \(nhm.ac.uk\)](#)



Source: Impacts of Climate Change (Met Office 2019)

We know that climate change is already happening in the UK, with the first two decades of this century being the warmest 20-year period in 300 years, and the summers of 2012 and 2023 the hottest since records began in 1884 (Betts, R.A. and Brown, K. (2021)¹. Extreme weather events are also becoming more frequent, severe, and longer in duration. While we will do all that we can to tackle the growth of greenhouse gas emissions, we must also accept the practical need to adapt to the impacts of climate change and the challenges this presents.

[Technical-Report-The-Third-Climate-Change-Risk-Assessment.pdf \(ukclimaterisk.org\)](#)

Objective: To achieve net zero carbon emissions for Babergh and Mid Suffolk councils by 2030. In doing so we will enhance the quality of life and well being for our residents and provide a sustainable economy for businesses.

Priorities: In declaring a climate emergency, we have pledged to identify steps that we can take to identify actions we can take to achieve carbon neutrality.

We want to set an example for our communities in how we manage our assets, how we deliver services and how we reduce our own carbon footprint. The areas detailed in this plan have been produced to concentrate our actions and initially, we are focusing on impacting those activities that we can directly change or influence as a council. We are taking steps to make Babergh and Mid Suffolk a greener district for us all and to help sustain and improve the quality of life for our residents, now and in the future. Each year, we will monitor our carbon emissions and report on our progress to achieve net zero (see latest Greenhouse Gas Report 22/23).

The purpose of this updated plan is to describe the carbon reduction and climate resilience actions Babergh and Mid Suffolk council has committed to take in the coming years, most of which are already underway. It does not include the actions which we would like to take but for which we have not yet identified funding. These will be described in greater detail in the next iteration of the plan.

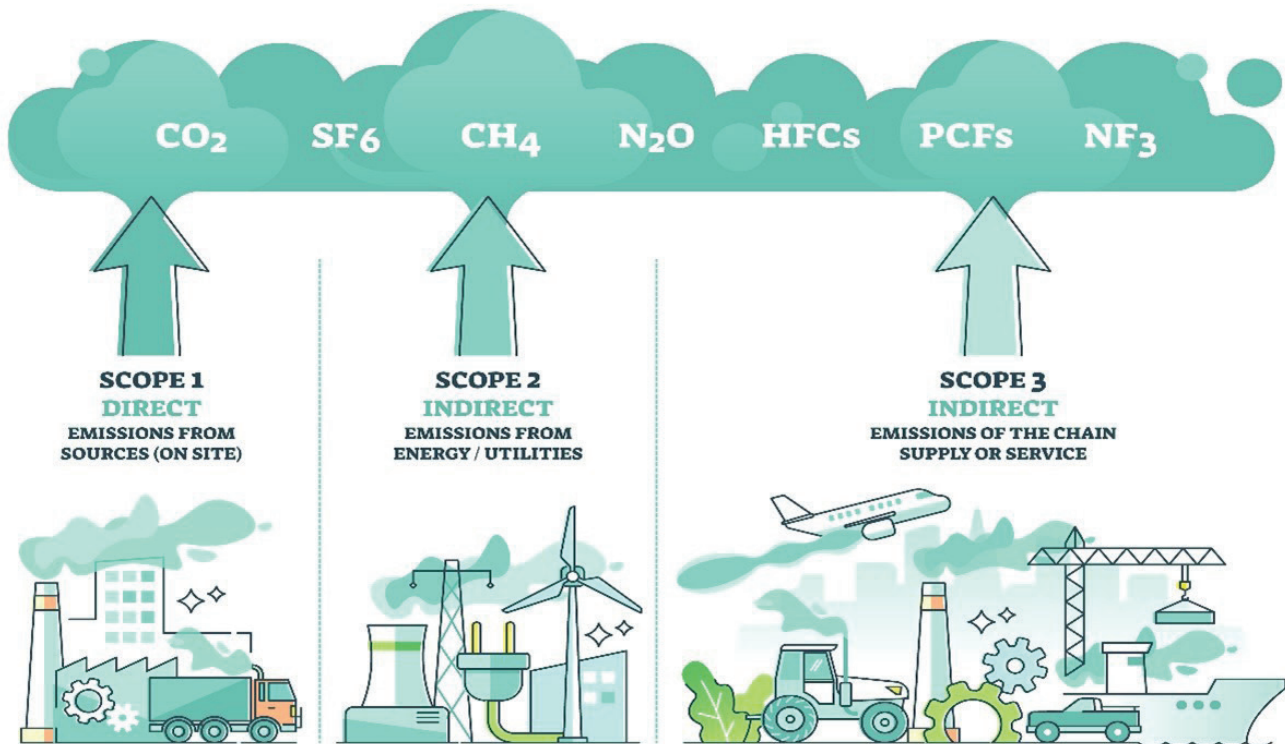
The Carbon Reduction Management Plan sets out the context, rationale and direction for action needed to tackle the climate emergency in Babergh Mid Suffolk. It formalises a high level of ambition, commensurate with the council's declaration of a climate emergency in 2019 and sets out the high-level principles that will underpin the development and execution of climate action by the council. The Strategy is not a rigid document and is intended to be reviewed and updated as new climate science, technology innovation, and public understanding comes to the fore. Changes in local sentiment and behaviour, the international and national policy environment, and evidence of climate impacts will also lead to adaptations to this strategy. The subsequent Action Plan identifies the key actions the council plans to take between now and 2030, based on today's understanding, in its role as a key agent to achieving carbon neutrality across Babergh and Mid Suffolk.

This Plan is not intended to be an exhaustive list of every action the councils will take to achieve carbon neutrality by 2030, neither is it meant to be an overly technical document and is written for reference by multiple stakeholders within the councils and across the wider district. Detailed technical and specialist projects will derive from this plan and be developed and implemented as standalone pieces of work. The council's lead officers for climate change will review and update this strategy and action plan regularly between now and 2030 and report on its progress. It will also continue to

evaluate and report on its progress as part of its quarterly Corporate Priorities Report.

Establishing a baseline In line with the Department of Business, Energy and Industrial strategy (BEIS) 'Emissions Reduction Pledge 2020' guidance,¹ (link to this) for the purpose of greenhouse gas reporting, emissions are divided into three categories, referred to as Scope 1, 2 and 3. The illustration below provides a definition of these terms and summarises the data used in establishing Babergh and Mid Suffolk councils' baseline CO₂e emissions.

SCOPES OF EMISSIONS



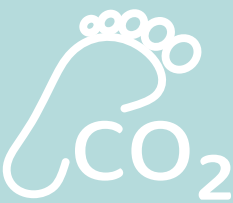
[The five biggest threats to our natural world ..and how we can stop them | Biodiversity | The Guardian](#)

How will we know we are making a difference?



MONITORING CARBON REDUCTION

ensuring we are on track monitoring carbon reduction in council operations, showing we are on track to carbon neutrality by 2030. This will be reported through our annual Greenhouse Gas Report.



REDUCED CARBON FOOTPRINT

reaching carbon neutrality. A reduced carbon footprint for both districts, demonstrating that we can achieve carbon neutrality by 2030.



REDUCING RESIDUAL WASTE

and improving reuse, resulting in reduced residual waste and improved recycling and composting.

Strategic Challenges, Risks and Opportunities:

Embedding climate change thinking:

Thinking about the impacts of an action or policy on the climate needs to be in our everyday decision-making (business as usual), and this will be challenging. However, it also provides opportunities for cross-service and multi-disciplinary working which can strengthen the quality of decision making through greater challenge.

Carbon literacy and behaviour change:

A major challenge of rising to the threat of the climate emergency will be improving the level of carbon literacy amongst the district's residents and businesses to increase public understanding and support for the council's actions, as well as to engender behaviour change. Although greater understanding alone may not necessarily lead to behaviour change, it is often a prerequisite to it. Easily understood communications campaigns and resident involvement in planning and decision-making may be of benefit and can have a multiplier effect whereby the actions of a few can influence others. Behaviour change also provides opportunities for supporting local communities and businesses, for example, using less energy can also save money.

The councils have started work in this area and in October 2023, Babergh and Mid Suffolk District councils hosted a series of six 'Community Climate Action Roadshow' events. Each Roadshow featured a series of drop-in style that gave residents the chance to speak to local groups and organisations about climate action tips, initiatives and opportunities in their area. The events in Eye, Sudbury, Hadleigh, Bramford, Stowmarket and Holbrook, with a total of 275 people attending the Roadshows.

As councils' we have also recognised the importance of affecting change internally and have made strident steps to become a Carbon Literate organisation by offering Carbon Literacy to all senior leaders, managers, and councillors.

Natural environment: We are already experiencing some of the impacts of climate change. We must carefully manage these impacts and mitigate against further damage. The councils short-term climate change risks include milder and wetter winters, hotter and drier summers, and more frequent extreme high temperatures and downpours of rain. Situated in a water stress area, Babergh and Mid Suffolk are at risk from the negative impacts this creates on water supplies, agriculture, homes, businesses and natural habitats.

There is also expected to be an increased threat of wildfires as the century progresses. Such potential climate impacts also increase public health risks related to excessive heat and air quality. Although the district benefits from picturesque landscapes and conservation areas, protected landscapes can add complications to climate emergency issues such as how these sites can be used to meet the councils renewable energy needs, as well as constraints around the retrofitting of buildings in these areas.

The councils agricultural economy contributes to the features of the landscape; however, climate change also poses a threat to this due to changes in seasonality, soil moisture content in summer, and loss of biodiversity including pollinators.

Economic cost: Rising to the challenge of the climate crisis will cost money, however not acting will cost much more and have a greater impact on the future for our children, livelihoods and environment. We need to truly value the impact and benefit that a plan or project will have in reducing the causes of climate breakdown and dealing with the impacts of past emissions. Despite it being unavoidable that economic costs will need to be incurred, many climate projects also have the potential to deliver economic benefits such as savings on energy bills. It is therefore vital that these benefits are identified whenever possible to overcome the falsehood that being green always costs more.



Sudbury and Stowmarket Solar Multifunction Carport Installations 2022

This is an example of one of the interventions we've already put in place and links with our ambitious aims to achieve net zero by 2030 as well as less reliance on non-renewable energy.

110 parking bays

16 EV Charging points

756kw hours of battery storage

310.8kw combined peak generation

Up to **16%** generation potential at Sudbury
and **29%** at Stowmarket leisure centres

90 tonnes of CO₂e saved per annum

40 covered bays at Sudbury
and **70** at Stowmarket



Kingfisher Leisure Centre in Sudbury – installed an innovative warm water recovery system that reduced bills as well as reliably maintained quality and public health whilst significantly lowering energy consumption and saving 15 tonnes of CO² in its first year. Instead of disposing of heated waste water after it passes through the pool filters, the system recycles it while retaining its temperature.

This avoids the extra cost of adding new water and warming to the required temperature. It is expected that we will receive a return on our investment in less than three years, with the system needing very little maintenance as it is fully automated and can be operated remotely.



Housing

Reducing carbon emissions from housing is a major challenge. The rural nature of both districts make it even more complex. Decarbonising homes will mean replacing entire heating systems and ensuring they are future proofed in terms of energy efficiency. There are 6800 council owned homes across both Babergh and Mid Suffolk, therefore this is a major financial undertaking that both councils are committed to achieving. Some 4000 of these have now secured Energy performance Certificates of C or above.

The Cosy Homes Initiative that was launched in November 2023 committed £2million to energy efficiency schemes. The new initiative aims to assist Mid Suffolk residents enhance the energy efficiency of their home, which will help them save on energy costs and reduce their carbon footprint.



We are offering a generous grant of up to £3,500 per property. Its aim is to improve the Energy Performance Certificate (EPC) rating from a D-G to a C in residential properties. The grant does not need to be paid back and can be spent on insulation, enhancing energy efficiency and facilitating savings.

The grant is available for a range of insulation measures, which include but are not limited to:

- **loft insulation (including clearance)**
- **cavity wall insulation**
- **draught proofing**
- **solid wall, floor and underfloor insulation**
- **roof insulation (both flat roof and pitched roof)**
- **room in roof insulation (considered in special cases, for example listed buildings which need the PAS2035 route).**

We will also work with external stakeholders such as Warm Homes Suffolk to focus on low-income households who struggle to afford adequate heating.

Planning

Supplementary Planning Documents (SPDs) on sustainable construction; renewable and low carbon energy; and biodiversity and trees, will provide guidance to developers in addressing carbon reduction and sustainable design within new developments, including the delivery of Biodiversity Net Gain, to support the implementation of the Councils' adopted planning policies set out in the Babergh and Mid Suffolk Joint Local Plan Part 1 Development Plan Document (November 2023).

Cross Street Eye – the regeneration of this previously vacant building has enabled the town council to occupy the office space within the town centre. The low carbon options are an example of Babergh & Mid Suffolk District councils commitment to net zero with this project seeing enhanced insulation in the floor, loft, wall cavity, external wall as well as external shading. The addition of and air source heat pump as well as solar PV on the roof and cycle shelter add additional features. The project is completed with electric bicycle charging points and a double electric car charging point.

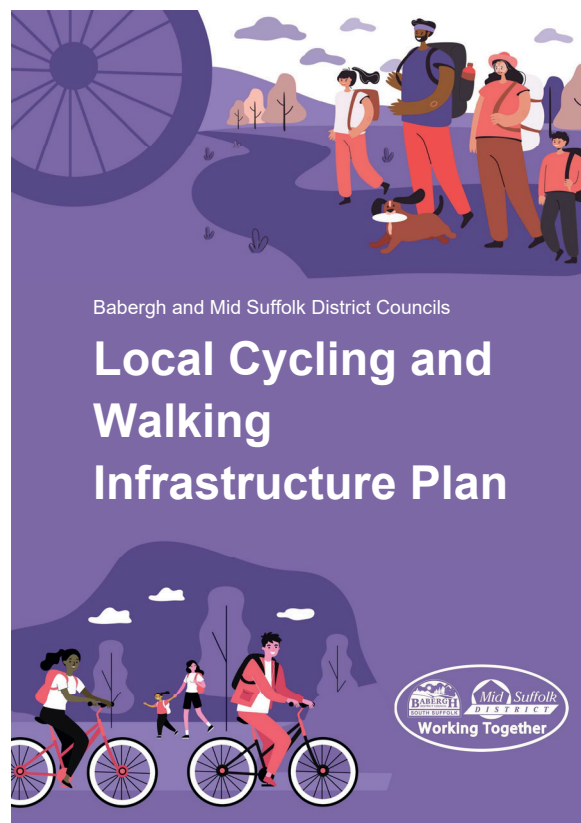
Sustainable transport

Around 41% of carbon emissions in the Eastern region each year ([based on most recent data](#)) are attributable to transport, 96% of which are from road vehicles.

The hierarchy of sustainable transport involves prioritising lower carbon modes over single occupancy car use. This means encouraging and enabling active travel (walking and cycling), public transport and shared mobility as people's first choice for their short, frequent journeys.

However, the rurality of many of the areas within the Babergh and Mid Suffolk areas poses many complex challenges to this. We experience connectivity issues in both our digital and transport infrastructures and many residents become car dependant.

In terms of active travel, the district councils joint [Local Cycling and Walking Infrastructure Plan \(LCWIP\)](#) has given a starting point on where and how parts of the connectivity network need to be improved, and the actions within this Carbon Reduction Management Plan reflect the councils commitment to delivering on the ambitions within the LCWIP.



Other projects, such as the example below, aim to provide opportunity, infrastructure and behaviour change encouragement to increase the uptake of active travel.

Case study: EezyBike at Needham Market:



Mid Suffolk District council has funded the installation of an EezyBike pod – a secure e-bike charging and parking facility for two RadRunner electric rental cycles at Needham Lake and has funded the subsidising of the cost of renting an e-bike for a half or full day, making it more affordable for local residents and visitors to hire one, for a one-year period.

The project package also includes promotion and suggested routes for cycle hirers. The project aims to encourage more journeys in the area, particularly leisure journeys linked to car-free visitor economy itineraries, to be undertaken by low carbon transport. The project also hopes to encourage a modal shift to e-bikes more generally, by enabling people to try one out at a reduced cost.

Monitoring of the number of cycle hires will enable the council to measure the success and impact of the project. The pilot remains flexible in that if uptake is not good in its current location, the pod can be moved to an alternative place.

Accessing public transport is a struggle for many residents and visitors due to the infrequency and affordability. Whilst the responsibility – and power – to improve this is within the remit of the local transport authority and operators, the district councils can play an important role in advocating for improvements and investing in community transport services.

Where car use is still essential, the key opportunity to reduce carbon emissions lies within the shift from internal combustion engine (ICE) vehicles to electric vehicles (EVs). Further challenges around the affordability of electric vehicles pose issues, together with electricity grid capacity, with investments in expanding electricity grid capacity being largely focused on areas of high demand rather than high potential supply, thus limiting the rural capacity to deliver new renewable generation and electrify transport.

Despite these challenges, the councils recognise the important role local authorities, both individually and in partnership, must play in increasing EV infrastructure roll-out in order to encourage and enable modal shift to EVs. This is reflected in the and the actions within this Carbon Reduction Management Plan and within the councils joint EV Infrastructure Implementation Plan.

As of July 2023, there were a total of 52 EV chargers for public use across Babergh (15 of which are rapid chargers) and 36 EV chargers for public use across Mid Suffolk (4 of which are rapid chargers), according to the [Department for Transport's official statistics for EV charging devices](#).

This is a snapshot in time, and the most accurate up to date picture on existing publicly accessible infrastructure can be found on [ZapMap](#). This is reflected in the actions within this Carbon Reduction Management Plan and the councils joint [EV Infrastructure Implementation Plan](#).

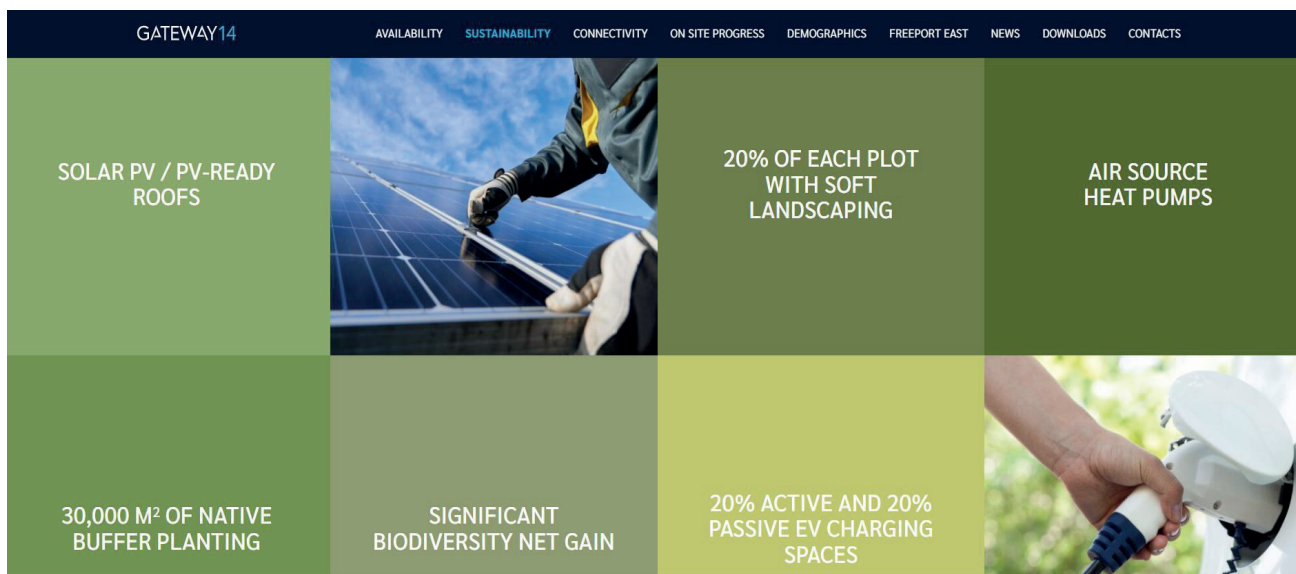


Waste and recycling

The key is to think beyond recycling and to reduce the amount of waste we produce. Working in partnership is key in achieving this vision [About us - Suffolk Recycling](#) and [Food Savvy](#) both offer helpful advice to residents in the fight to reduce waste as well as to save money.

The switch from diesel powered waste vehicles to Hydrotreated Vegetable Oil (HVO) has seen a significant reduction in CO2e emissions. The 22/23 Greenhouse Gas Report showed that emissions reduced by 1,127t CO2e (79.5%) to 290t CO2e compared with the 2018/19 baseline.





Local businesses, students and workers will benefit from modern, collaborative working and learning spaces at Gateway 14. The early design and operational concept seek to create a unique space – blurring the boundaries between education and the world of work. It includes a range of workspaces, meeting/ training rooms and collaboration spaces within an approximately 30,000 sq ft high quality and sustainable facility with innovation cluster plots on the site meeting a minimum BREEM standard of Excellent.

Gateway 14 is the new state-of-the-art business, innovation and logistics park in Stowmarket which will provide up to 2.36 million sq ft of development opportunities for R&D, manufacturing, and logistics businesses in Mid Suffolk and is part of Freeport East which is committed to working with partners to drive innovation.

A Skills and Innovation Centre would provide a dedicated space for start-ups and businesses looking at innovative ways to grow – including through upskilling of the local workforce. Development of the centre would kickstart the wider innovation cluster development envisaged for the site.

In addition, the Skills and Innovation centre will allow education and training partners to work in collaboration with business, using the flexible space for learning and training where people can up skill or learn new skills for career development or change.

Community action

As councils Babergh and Mid Suffolk can't tackle climate change on their own, therefore, we need to fully engage with our communities by raising awareness of what they can do to tackle climate change see link for suggestions/ideas/useful organisations www.babergh.gov.uk/climate-change or www.midsuffolk.gov.uk/climate-change Developing and maintaining partnerships is key and we have established successful relationships with organisations such as Groundwork [East of England - Groundwork](#) and Community Energy South [Join us - Community Energy South](#)

The promotion of schemes such as Solar Together supports residents in decarbonising and reducing energy bills

Working in partnership

The term 'no man is an island' is a fitting term that encapsulates the way Babergh and Mid Suffolk District Councils operate and will be a crucial element in achieving net zero by 2030. We are members of the Suffolk Climate Change Partnership [About Us - Creating the Greenest County - Green Suffolk](#) where best practice is shared across all local authorities in the county.

We also have strong links with the Suffolk Association of Local Councils [About us | SALC Website](#) and regularly disseminate information to them to be shared with parish councils and residents across both districts. Working in partnership with local businesses has seen some notable success and we currently have 31 businesses across both districts that have been awarded Carbon Charter status. To gain this they must demonstrate their commitment to net zero & sustainability within their business practice.



Our Priorities for 2024/25

Babergh and Mid Suffolk District councils are committed to rising to the challenges of climate change and will continue to develop robust partnerships to achieve net zero by 2030. As such, we have prioritised the following in terms of reducing greenhouse gas emissions for:



Sheltered housing – ensure they are as energy efficient as possible and retrofit to reduce dependency on fossil fuel energy.



Leisure centres – ensure that they are utilising the current energy efficiency measures effectively i.e. solar PV and to reduce the dependency on fossil fuels, thus reducing greenhouse gas emissions.

