

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

COMMITTEE: Joint Overview and Scrutiny	REPORT NUMBER: JOS/18/20
FROM: Cabinet Member for Planning – Cllr Glen Horn	DATE OF MEETING: 19/11/2018
OFFICER: Christine Thurlow Professional Lead Key Sites and Infrastructure	KEY DECISION REF NO. N/A

COMMUNITY INFRASTRUCTURE LEVY – CIL EXPENDITURE FRAMEWORK AND REVIEW

1. PURPOSE OF REPORT

- 1.1 The Community Infrastructure Levy (CIL) Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Timeline for Implementation and Review were all adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk). (Background Documents refer)
- 1.2 In approving the scheme both Councils agreed that the CIL Expenditure Framework and the Comms Strategy would be reviewed after Bid round one had been completed and whilst Bid round two was in operation so that any amendments to the scheme would be considered by both Councils and be in place before Bid round three commenced (1st May -31st May 2019). A timeline for the implementation of the scheme signalled the involvement of Overview and Scrutiny in late 2018. It was also agreed that the Joint Member Panel who informed the content of the CIL Expenditure Framework would remain to inform the CIL Review process.
- 1.3 This Review process has commenced, and this report is to provide Overview and Scrutiny Committee with information about the operation of CIL Expenditure to allow feedback on its effectiveness so that this can help inform the CIL Review and the work of the Joint Member Panel.

2. OPTIONS CONSIDERED

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

3. RECOMMENDATIONS

- 3.1 That the contents of the report and appendices together with verbal contributions by Witnesses to the Overview & Scrutiny Committee be noted and taken forward as part of the CIL Review.
- 3.2 The Committee may make further recommendations as it deems appropriate

REASON FOR DECISION

4. KEY INFORMATION

- 4.1 In addition to paragraphs 1.1 - 1.3 above, decisions on all the CIL Bids made under Bid round one were made by both Councils Cabinets on the 10th September 2018 (Mid Suffolk) and 13th September 2018 (Babergh). (These documents can be accessed through the hyperlinks to the background documents to this report).
- 4.2 Bid round two opened 1st October 2018 and closes on the 31st October 2018. All CIL Bids which are as yet undetermined (from Bid round one) will be taken forward into Bid round two where the Bids are valid.
- 4.3 Appendix (A) to this report contains a summary of learning points captured through the operation of Bid round one together with two learning points made though the Audit report on CIL Expenditure released in September 2018.
- 4.4 Appendix (B) to this report gives an outline of the proposed stakeholder engagement which is likely to commence in early November following the first meeting of the Joint Member Panel in November 2018.
- 4.5 Appendix (C) to this report gives a summary of the proposed work of the Joint Member Panel leading towards consideration of any changes by both Cabinets of both Councils in February 2019.
- 4.6 Appendix (D) gives a list of dates for the CIL Review (including key dates for Bid round 2) leading up to Cabinets consideration of any changes.
- 4.7 During the formulation of the CIL Expenditure process, Members signalled that Overview and Scrutiny should be involved after Bid round one to assist with informing the CIL Review. In addition to the information contained in Appendices (A) to (D) which gives a foundation for Members discussion, and Joint Member Panel to consider, the following Witnesses have been invited to the meeting to give feedback on their perspective of the CIL Expenditure process, outcomes and Review going forward:-

Sally Reeves – Secretary to Stowupland Village Hall Management Committee (responsible for Bid M10-18 which is currently invalid and successful Bid M12-18 both in Stowupland Mid Suffolk) as follows: -

- M10-18 – for a Parish Notice Board – further clarification is required about whether planning permission is required. If not the CIL Bid is valid and would go forward into Bid round two. If planning permission is required, the CIL Bid will remain invalid until planning permission is granted.
- M12-18 – which was approved for a Village Hall project (approved under delegated powers and endorsed by Cabinet)

- There were two other Bids submitted in Stowupland; one could not be taken forward as it involved highway issues which are not covered by the Regulation 123 list. The other was for provision of shower facilities at the Sports and Social Club. (This was approved under delegated powers and endorsed by Cabinet).

Clive Arthey – Ward Member for 7 of the 11 Bids made in Bid round one for Babergh and Member of the Joint Member Panel on CIL Expenditure. All five approved Bids for Bid round one were in this Ward as follows: -

- Bid B02-18, for the provision of a new hearing loop and speakers and a screen to for films In Monks Eleigh (approved by Cabinet)
- Bid B03-18, for the provision of recreation land and a shelter in Cockfield (approved by Cabinet)
- Bid B04-18 for the provision of open space for recreational purposes in Cockfield (approved by Cabinet)
- Bid B07 – 18 for the provision of an extension to provide cooking facilities and toilets at the Village Hall in Preston St Mary (Bid deferred from Bid round one to re-examine costings as these were considered to be too high. The opportunity is being taken to source other forms of funding to form a collaborative bid for CIL)
- Bid B08-18 for the provision of a fire pit with commemorative art work and seating in Thorpe Morieux. (Bid not valid as no control of land and no amount of CIL specified or cost or quotes for the works)
- Bid B09-18 for the refurbishment of the kitchen and a dedicated electricity supply in Cockfield (approved by delegated powers and endorsed by Cabinet)
- Bid B10-18 for the provision of an electric vehicle charging point at Lindsey village hall. (approved by delegated powers and endorsed by Cabinet)

James Cutting of Suffolk County Council representing Education and Passenger Transport improvement Infrastructure provider - responsible for the following Bids: -

- Bid B01-18 for a new bus stop in Sudbury within Babergh which was deferred to allow resolution of an objection by a Sudbury Town Council
- Bid M02 - 18 which was approved (under delegated powers and endorsed by Cabinet) for two new bus stops in Laxfield within Mid Suffolk
- Bid M03 - 18 for two new bus stops in Palgrave within Mid Suffolk which was deferred to allow resolution of the objection by Laxfield Parish Council.
- Bid M04 – 18 which was approved (under delegated powers and endorsed by Cabinet) for the improvement of two bus stops in Stowmarket within Mid Suffolk
- Bid M05 – 18 which was approved by Cabinet for improvement to 2 bus stops and shelter and Real Time Passenger information (RTPI) within Stowmarket

- Bids M13-16 inclusive relating to 4 school extensions for Stowupland (2) Mendlesham and Stowmarket within Mid Suffolk all of which await further information before they are valid Bids and can be determined

4.8 In summary all Bids which were valid (and no further clarification sought) were approved through Bid round one with a spend for both Councils which is set out in paragraph 6.6 below and in accordance with the CIL Business Plans for both Councils (which can be accessed through the hyperlinks In Background documents). All remaining Bids whether valid or invalid continue to be progressed. On this basis it is concluded that the CIL Expenditure and associated documents are fit for purpose, sound and legally compliant with the CIL Regulations. However, they can be further improved and nuanced to assist with delivery and issues which have been raised.

4.9 To conclude, Appendices (A) to (D) will form the framework for the CIL Review going forward. Indeed, these documents were discussed at the first Joint Member Panel meeting on the 1st November. The outcomes from this together with the results of suggested changes following the Stakeholder engagement and consultation with other teams and officers will be taken forward to the remaining Joint Member Panel meetings together with any issues raised by Overview and Scrutiny so that all points are considered.

5. LINKS TO JOINT STRATEGIC PLAN

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

6. FINANCIAL IMPLICATIONS

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

6.2 The CIL Regulations stipulate that CIL monies which are collected must be spent on Infrastructure. Each Council is required to publish a list of infrastructure that they will put the CIL towards. These lists, known as the "Regulation 123 lists", were adopted and published in January 2016. These documents are slightly different for both Councils.

6.3 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% (capped at £100 per Council Tax dwelling) is allocated to Parish or Town Councils but where there is a Neighbourhood Plan in place this figure rises to 25%(with no cap). For those parishes where there is no Parish or Town Council in place the Council retains the monies and spends the CIL Neighbourhood funds through consultation with the Parish

6.4 At the time that the Parish pay-outs are made, the 20% save for Strategic Infrastructure fund is also undertaken as required by the CIL Expenditure Framework. The Strategic Infrastructure Fund money is stored separately to the Local Infrastructure Fund at this point. As this accounting requires Finance to verify the figures, daily accounting in this way would be too cumbersome and resource hungry to carry out. There is no adverse impact on the Bid Round process or cycle to this method of accounting. Indeed, these dates work well with the Bid round process.

6.5 The remaining 80% of the CIL 123 monies comprises the Local Infrastructure Fund from which the available funds for expenditure against the Bid round are calculated. Within the CIL Expenditure Framework infrastructure provision for major housing developments is prioritised and ringfenced for spend (required by Infrastructure providers by infrastructure) against these housing projects. In this way housing growth occurring within the Districts is supported by infrastructure provision. The remaining monies are known as “available funds” and it is these (together with Bids for allocated funds if any are submitted) that can be spent against according to the Bid round process.

6.6 This is as follows for Babergh: -

Expenditure	Total	2017/18	2018/19	2019/20
CIL Expenditure “Available Funds” in Bid Round 1		N/A	£375,809.41	N/A
Total Expenditure in Bid Round 1		N/A	£75,217.55	N/A
Amount carried forward to Bid Round 2		N/A	£300,591.86	N/A

6.7 This is as follows for Mid Suffolk: -

Expenditure	Total	2017/18	2018/19	2019/20
CIL Expenditure “Available Funds” in Bid Round 1		N/A	£425,699.64	N/A
Total Expenditure in Bid Round 1		N/A	£156,979.84	N/A
Amount carried forward to Bid Round 2		N/A	£268,719.80	N/A

7. LEGAL IMPLICATIONS

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

7.2 The two CIL Business Plans where decisions were made on submitted Bids were endorsed as being sound and legally compliant by the Councils Shared Legal Service

7.3 A legal representative has been invited to attend the Joint Member Panel sessions arranged for November and December 2018 to inform the CIL Expenditure Review to ensure the outcomes are sound and legally compliant.

8. RISK MANAGEMENT

8.1 This report is most closely linked with the Strategic Risk 1d – Housing Delivery. If we do not secure satisfactory investment in infrastructure (schools, health, public transport improvements etc) then development is stifled and /or unsustainable.

8.2 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
<p>Failure to allocate expenditure such that if we do not secure investment in infrastructure (schools, health, public transport improvements etc.), then development is stifled and/or unsustainable.</p> <p>Current Risk Score: 6</p>	Unlikely (2)	Bad (3)	<p>Adopted Community Infrastructure Levy (CIL), secures investment on infrastructure via the planning process (which includes S106). Creating the Infrastructure Delivery Plan as part of the Strategic Plan, Joint Local Plan with associated Infrastructure Strategy and Infrastructure Delivery Plan will ensure that infrastructure across both Councils is addressed, New Anglia LEP Economic Strategy, draft created together with the Councils Open for Business Strategy.</p>
<p>Failure to produce a yearly Regulation 62 report would result in non-compliance with the CIL Regulations 2010 (as amended) and may mean that Members and the public are not aware of CIL income and expenditure activities.</p>	Highly Unlikely (1)	Noticeable /Minor (2)	<p>The Infrastructure Team produces the report which is checked and verified by Financial services/open to review by External Audit. Reminders are set to ensure the report is published by the statutory date. The format of the Regulation 62 Monitoring report is laid out in the CIL Regulations, so there is no risk in relation to the way the information is presented</p>
<p>Failure to monitor expenditure such that CIL expenditure is not effective.</p>	Unlikely (2)	Bad (3)	<p>The software which supports CIL collection will be used to support CIL expenditure. In addition, it is envisaged that a yearly CIL Business plan (with a 6-month update) will be produced which will include details of all allocated and proposed CIL expenditure and this together with the software will be used for effective monitoring.</p>

<p>If too high a value is allocated into the Strategic 123 CIL Fund, there is a risk that there would be insufficient Local 123 CIL Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of Regulation 123 CIL Funds and the CIL Expenditure Framework review will include this risk as a key element of the review to ensure the level set remains appropriate.</p>
<p>If 25% Neighbourhood CIL is automatically allocated to any Parish/Town councils where there is no Neighbourhood Plan in place, there is a risk that there would be insufficient 123 CIL Funding to allocate to the Strategic 123 CIL Fund and also the risk that there would be insufficient Local 123 CIL Funding available to deliver the infrastructure required to mitigate the harm, thereby ensuring sustainable development.</p>	<p>Unlikely (2)</p>	<p>Bad (3)</p>	<p>The Infrastructure Team will continue to monitor all allocations of Neighbourhood CIL and Regulation 123 CIL Funds. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>
<p>If commencements of major housing developments were not correctly monitored or the incorrect apportionment of CIL 123 monies were to occur such that monies could not be allocated towards major housing developments, inadequate infrastructure provision would result.</p>	<p>Unlikely (2)</p>	<p>Disaster (4)</p>	<p>The Infrastructure Team will continue to monitor all commencements of development through the service of the required Commencement Notice by developers such that correct apportionment of 123 CIL Funds can be undertaken. The CIL Expenditure Framework review will include this risk as a key element of the review to ensure allocations of CIL remain appropriate and projects to make development sustainable are able to be delivered.</p>

- 8.3 In September 2016 Internal Audit issued a report in relation to CIL governance processes. The Audit Opinion was High Standard and no recommendations for improvement to systems and processes were made
- 8.4 On the 18th December 2017 Joint Overview and Scrutiny received a fact sheet on collection and current thinking on CIL expenditure and questions were answered in relation to it. Members of that Committee were advised of the route map towards getting a framework for CIL expenditure formally considered. The resulting joint CIL: Expenditure Framework, the CIL Expenditure Communications Strategy and the Timeline for the Expenditure of CIL and its Review were adopted by both Councils on the 24th April 2018 (Babergh) and 26th April 2018 (Mid Suffolk).

- 8.5 In May 2018 the results of an investigation by Internal Audit on behalf of the Assistant Director Growth were produced following complaints regarding the CIL process in place for Babergh and Mid Suffolk. The investigation concluded the service was operating at a high standard.
- 8.6 In September 2018 Internal Audit conducted a review of CIL processes and released a written report. It contains a Substantial Assurance audit opinion (with two good practice points needing to be addressed relating to further clarification of “best value” (one of the criteria for assessing CIL Bids) and storage of all electronic communication.
- 8.7 A representative from Internal Audit has been invited to attend the Joint Member Panel sessions arranged for November and December 2018 to inform the CIL Expenditure Review to offer the opportunity for ongoing scrutiny in risk terms.

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 21 days) where Valid Bids for their Wards or Parish have been submitted: -
- Division County Councillor
 - District Member(s)
 - Parish Council
- 9.2 Where appropriate as part of the CIL process and assessment of the Bids, Officers have also taken advice from other Officers within the Council; including the Communities team and the Strategic Leisure Advisor.
- 9.3 Regular Parish events (Parish Lia and Member briefings will continue to be held to familiarise all with the Expenditure Framework and how we can continue to work together to provide infrastructure for the benefit of our communities.

10. EQUALITY ANALYSIS

- 10.1 There are no equality and diversity implications arising directly from this report.

11. ENVIRONMENTAL IMPLICATIONS

- 11.1 It is important that appropriate infrastructure mitigates harm which could be caused by new development without its provision. CIL is one way in which infrastructure is provided. The CIL expenditure framework requires two Bid rounds per year supported by the provision of a Business Plan for each Bid round and Council. This CIL Expenditure Business Plan contains the CIL Bid decisions for Bid round one. There is no EIA Assessment required.

12. APPENDICES

Title	Location
(A) Learning points captured (to date) through Bid Round One for consideration as part of the CIL Review.	Attached
(B) Outline of Stakeholder Engagement for the CIL Review to capture further learning points - likely to take place early November	Attached
(C) Outline of the Joint Member Panel Meetings scheduled to take place for November and December 2018	Attached
(D) Potential Timeline for the Review (including Bid round 2 for Cabinet decisions)	Attached

13. BACKGROUND DOCUMENTS

13.1 The CIL Expenditure Framework, the CIL Expenditure Framework Communications Strategy and the Regulation 123 List for Mid Suffolk District Council together with the Timetable for the implementation of the CIL Expenditure Framework and Review constitute background papers for this report. These were adopted by Mid Suffolk on the 26th April 2018 and are as follows: -

- The CIL Expenditure Framework:

<https://babermidsuffolk.moderngov.co.uk/documents/s9921/CIL%20Appendix%20A.pdf>

- The CIL Expenditure Framework Communications Strategy:

<https://babermidsuffolk.moderngov.co.uk/documents/s9922/CIL%20Appendix%20B.pdf>

- Regulation 123 List for Mid Suffolk District Council:

<https://babermidsuffolk.moderngov.co.uk/documents/s9924/CIL%20Appendix%20D.pdf>

- The Timetable for the implementation of the CIL Expenditure Framework and Review

<https://babermidsuffolk.moderngov.co.uk/documents/s9925/CIL%20Appendix%20E.pdf>

- The Cabinet report for Babergh for CIL Expenditure CIL Bid round 1 – 13th September 2018

<https://babermidsuffolk.moderngov.co.uk/documents/s11665/BCa1833%20-%20Report.pdf>

- The CIL Expenditure Business Plan for Babergh

<https://babermidsuffolk.moderngov.co.uk/documents/s11666/Appendix%20A.pdf>

- The Cabinet report for Mid Suffolk for CIL Expenditure CIL Bid round 1 – 10th September 2018

<https://babermidsuffolk.moderngov.co.uk/documents/s11620/MCa1829.pdf>

- The CIL Expenditure Business Plan for Mid Suffolk

<https://babermidsuffolk.moderngov.co.uk/documents/s11621/Appendix%20A.pdf>

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Appendix (A)

Learning Points Captured Through Bid Round One (Before Proposed Stakeholder Engagement)

All the suggestions below will be discussed at forthcoming Joint Member Panel meetings as part of the CIL Expenditure Review

Learning points	Commentary	Draft Suggested revision
Comms Strategy – press statement about Cabinet decisions currently has to include a quote from every Ward Member affected by a CIL decision	Following Bid round one this requirement made the press statement very long and unbalanced as the majority of the statement was quotes	Retain quotes for every Ward Member about successful projects except for the reporting of Business plan decisions (twice yearly) where just quotes from the lead PFH for Planning to be used instead.
One application form blanket approach needs to be amended with consequent changes to the corresponding Guidance Note so as to tailor the application forms and guidance to the different types of infrastructure being provided	The application forms need amending so that they are more tailored to the type of infrastructure and to its scale. (ie more detailed to include business cases where these are needed for larger types of infrastructure. There needs to be a shortened version to address passenger transport improvements such as bus stops where lots of detailed questions are not required	Draft some different types of application forms for CIL funding which better suit and meet the needs of the scheme,
Criteria for Best Value (and possibly others) needs to be quantified	This point was made through the Internal Audit - September 2018	Review this through the Joint Member Panel
Filing of Electronic information for each case should be kept updated	This point was made through the Internal Audit - September 2018 (where a couple of cases were selected as a sample)	Additional resource will be available within the team from January 2019 onwards and this should address this matter.
Provision of more information on Bids to those consulted on Bids (Members and Parishes)	Useful feedback gained through Bid round one. More information will be available through Bid round two in response	Review this through the Joint Member Panel

Definition of local infrastructure	Should it include improvement? (is this too much like repairs?)	Review this through the Joint Member Panel
Screening process to determine if there is any unspent s106 monies should be widened to include Community grant and External funding sources	Sensible adjustment (and used during Bid round one) to maximise the potential to secure collaborative bids and reduce the pressure on CIL funding	Review this through the Joint Member Panel
Issue new Timetable each year to provide certainty around the CIL calendar	Sensible adjustment so that Bid rounds dates Member briefings Parish briefings are known	Review this through the Joint Member Panel
Where infrastructure being proposed carries a dual use (such as education provision to also be used by the community) require the completion of a Community User Agreement so that the community use can be guaranteed.	Sensible measure to provide and secure dual usage. Draft devised	Review draft through the Joint Member Panel
Requirement for three quotes for proposed infrastructure (which is aimed at ensuring best value) to be reviewed according to the type of infrastructure being proposed	Feedback that Health and SCC have frameworks in place where best value is already secured or where they are contracted to work with one supplier.	Review this through the Joint Member Panel

Appendix (B)

Outline of Proposed Stakeholder Engagement for the CIL Review to capture further learning points - likely to take place early November 2018

Draft Scope

- Input from County Division Councillors, District Ward Members and Parishes who were consulted on valid Bids – (seek views from 6th November 2018 via survey)
- Input from BMSDC teams who continue to work collaboratively on CIL Bids from Communities including Strategic Leisure Advisor (via workshop in early November and survey)
- Feedback from those who submitted Bids in Bid round 1 - Infrastructure providers Parishes and Community groups – (seek views from 6th November 2018 via survey)
- Feedback from Overview and Scrutiny meeting on the 19th November including verbal contributions of Witnesses
- Feedback from Internal Audit – Formal Report submitted 28/9 - to be part of ongoing work alongside Joint Member Panel
- Feedback from Legal – to be part of the ongoing work alongside Joint Member Panel
- Meetings of the CIL Expenditure Joint Member Panel on the 1st November 22nd November 6th December and 13th December 2018 to develop any refinements to the Framework and associated documents.

Appendix (C)

Outline of the Joint Member Panel (JMP) Meetings scheduled to take place for November /December 2018

Suggested Content for First Joint Member Panel meeting – 1st November 5pm

- Discuss Stakeholder engagement – who, what, how, when – share draft questions with JMP and agree final questions
- Discuss existing learning points to date and translate them into potential changes to the Framework
- Agree scope process and timetable for the Review
- Discuss ideas for engaging Members on CIL Framework amendments (Group meetings?)

Suggested Content for Second Joint Member Panel meeting – 22nd November 5pm

- Share Overview and Scrutiny Report from the 19th November and the feedback from the Witnesses Sally Reeve from Stowupland (submitted two Bids) Clive Arthey (all successful Bids in Babergh in Clive's Ward – also Member of JMP) and James Cutting - Infrastructure provider from SCC (responsible for 9 of the 30 Bids made in Bid round one across Babergh and Mid Suffolk)
- Discuss feedback and learning points from Stakeholder engagement exercise and translate them into additional potential changes to Framework
- Discuss any revised documents ready for Joint Member Panel to see and agree (e.g. Community User Agreement, Application forms and guidance - different for different types of Infrastructure. Any changes to the Comms Strategy which may be required.

Suggested Content for Third Joint Member Panel Meeting – 6th December 5pm

- All draft revised documents to be circulated and worked through during discussion as follows: -
- CIL Expenditure Framework
- Supplementary Documents for Validation, Screening and Prioritisation
- CIL Expenditure Comms Strategy
- Application forms
- Guidance docs for the application forms
- Timeline for CIL Implementation to include Member Briefings and Parish Liaison for 2019

Final Sign off Meeting by Joint Member Panel if Required – 13th December 5pm

- To address any unresolved issues

Appendix (D)

Potential Timeline for the Review (including dates for Bid Round 2 Cabinet decisions)

- Results of Internal Audit report for CIL Expenditure Framework – September 2018
- First Joint Chairs meeting for Overview and Scrutiny report into CIL Expenditure Framework – 4th October
- Draft report for Overview and Scrutiny to be ready for 25th October
- Second Joint Chairs meeting for Overview and Scrutiny report into CIL Expenditure Framework – 29th October
- First meeting - Joint Member Panel - CIL Review – 1st November 5pm
- Joint Officer meeting with Communities and Infrastructure Including Strategic Leisure Advisor – week beginning 5th November or earlier if possible
- Engagement surveys commence with stakeholders for a two-week period: -6th – 20th November
- Overview and Scrutiny – 19th November. Witnesses Clive Arthey (Ward Member and member of Joint Member Panel), Sally Reeve(made two Bids for Stowupland) and Suffolk County Council - James Cutting
- Joint BMSDC and SCC Members and Officers meeting – after 19/11?
- Second meeting - Joint Member Panel - CIL Review – 22nd November 5pm
- Third meeting - Joint Member Panel - CIL Review – 6th December 5pm
- Sign off meeting for the CIL Review for the Joint Member Panel (if required – 13th December 5pm (after BDC Cabinet)
- Cabinet report with all amended CIL Expenditure Framework documents to be ready by 17th December so as to begin sign off process with Legal, Audit and Finance
- Cabinet report for Bid Round 2 - CIL Business Plan to be complete for Babergh and Mid Suffolk by 17th December so as to begin sign off process with Legal Audit and Finance
- Cabinet meeting for Mid Suffolk for CIL Review and Bid Round 2 Business Plan– 4th February 2019 – 2.30pm
- Cabinet meeting for Babergh for CIL Review and Bid Round 2 CIL Business Plan – 7th February 2019 = 5.30pm
- Full Council meeting for Babergh if amended CIL Framework regarded as a key decision - 19th March 6.00pm
- Full Council Meeting for Mid Suffolk if amended CIL Framework regarded as a key decision - 18th March 5.30pm

Other items to consider

- Member briefing session – when?
- Attendance at Member Group meetings –is this required?