

BABERGH DISTRICT COUNCIL

Minutes of the meeting of the **BABERGH CABINET** held in the Britten Room - Endeavour House, 8 Russell Road, Ipswich on Thursday, 12 September 2019

PRESENT:

Councillor: John Ward (Chair)

Councillors:	Jan Osborne	Derek Davis
	Clive Arthey	David Busby
	Michael Holt	Elisabeth Malvisi
	Lee Parker	

In attendance:

Councillor(s): Alistair McCraw

Guest(s): Chair of Elmsett Parish Council – Alan Newman

Officers:

- Chief Executive (AC)
- Assistant Director – Corporate Resources (KS)
- Assistant Director – Housing (GF)
- Assistant Director – Customer Services (SW)
- Assistant Director – Economic Growth and Regeneration (FD)
- Corporate Manager – Democratic Services (JR)
- Corporate Manager – Business Improvement (KC)
- Professional Lead – Key Sites and Infrastructure (CT)
- Strategic Planning Policy Infrastructure Officer (AK-W)
- Governance Support Officer (CP)

156 APOLOGIES FOR ABSENCE

None received.

157 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations of interest.

158 BCA/19/7 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 13 JUNE 2019

It was **RESOLVED:-**

That the Minutes of the meeting held on 13th June 2019 be signed as a true record.

159 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE

COUNCIL'S PETITION SCHEME

There were no petitions received.

160 QUESTIONS BY COUNCILLORS

There were no questions received.

The Chair advised that item BCa/19/12 would be taken next.

161 BCA/19/12 ELMSETT NEIGHBOURHOOD PLAN

The Cabinet Member for planning introduced the report and informed Members that the recommendations 3.1 and 3.2 detailed in the report had now been carried out and the recommendation was therefore revised to state that the Neighbourhood Plan be advanced to a local referendum covering the parish of Elmsett.

Councillor Arthey welcomed Alan Newman, Chair of Elmsett Parish Council, to the meeting and congratulated the Parish Council on the work they had done.

In response to a question from Councillor Ward, Mr Newman advised that the village of Elmsett had been supportive of the Neighbourhood Plan and that information had been provided to the residents throughout the process.

The revised recommendation was moved by Councillor Arthey and seconded by Councillor Busby.

By a unanimous vote

It was RESOLVED:-

That the Neighbourhood Plan be advanced to a local referendum covering the parish of Elmsett.

Reason for Decision: To enable the Council to meet its statutory obligations under Section 17A of the Neighbourhood Planning (General) Regulations 2012 (as amended) and to allow the Elmsett Neighbourhood Plan to proceed to a local referendum.

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

Councillor Ward welcomed Councillor McCraw, Joint Chair of the Joint Overview and Scrutiny Committee to present recommendations from the Joint Overview and Scrutiny Committee.

Councillor McCraw advised Members that the Joint Overview and Scrutiny Committee had taken the decision to investigate the funding, services and impact of the Citizens Advice Bureau.

Councillor McCraw went on to explain that the Committee's aim was to start a scrutiny process which would involve external Councils as detailed in the recommendations.

Councillor Osborne declared a local non-pecuniary interest as a member of the Citizens Advice Board of Trustees.

In response to a question from Councillor Busby, Councillor McCraw advised information was presented to the Committee by witnesses from the Citizens Advice Bureau.

The Chief Executive clarified that a report would be produced recommending a formal three-year rolling funding arrangement for organisations. Discussion took place regarding the levels of funding. It was agreed that further discussion would be required once the report had been presented.

Councillor Malvisi moved that the recommendations in the report be noted and this was seconded by Councillor Davis.

By a unanimous vote

It was RESOLVED:-

That Cabinet noted;

- 1.1 That the Joint Overview and Scrutiny Committee recommended to both Cabinets that the current minimum funding by both Council for Citizens Advice be maintained for the next three years**
- 1.2 That the Joint Overview and Scrutiny Committee approached the Chairs of the Scrutiny Committees and Scrutiny Governance Officers of East Suffolk Council, West Suffolk Council, Ipswich Borough Council and Suffolk County Council, with a view of setting up a county-wide scrutiny process to examine funding and impact on Citizens Advice and the services of Citizens Advice.**
- 1.3 That the Chairs of the said Scrutiny committees be supplied with a report from Babergh and Mid Suffolk Joint Overview and Scrutiny Committee on the topic of Citizens Advice based on this Committee meeting as a basis for the scrutiny process.**

Reason for Decision: The Joint Overview and Scrutiny Committee is concerned about the future funding of Citizens Advice.

163 FORTHCOMING DECISIONS LIST

The Forthcoming Decisions List was noted. The Chief Executive provided

clarification of the process for adding items to the list.

164 BCA/19/8 GENERAL FUND FINANCIAL MONITORING 2019/20 - QUARTER 1

The Cabinet Member for Finance introduced report BCa/19/8 and advised Members that the format of the report had been revised. Councillor Ward highlighted the major variances in the report which included ICT costs, PV panels, planning income and business rates.

Councillor Holt commented on the adverse variances regarding the PV Panels project. The Assistant Director for Housing provided information with regard to the challenges with management of the programme.

Councillor Davis commented on the benefits of the Disabled Facilities Grants.

In response to a question from Councillor Holt, the Assistant Director for Housing confirmed that the possibility of installing PV panels on new council builds was currently being assessed.

Councillor Malvisi suggested the creation of an event in the lead up to Christmas to encourage shoppers into towns such as Long Melford and Sudbury. Councillor Busby will discuss this with the Assistant Director for Assets and Investments.

Councillor Busby requested that the previous years figures are included within the appendices for future reports.

The recommendations in the report were moved by Councillor Ward and seconded by Councillor Osborne.

It was RESOLVED:-

- 1.1 That, subject to any further budget variations that arise during the rest of the financial year, the surplus funds of £170k, referred to in section 5.6 of the report, be noted;**
- 1.2 That the revised 2019/20 Capital Programme referred to in Appendix E and section 5.18 of the report be noted.**

Reason for Decision: To ensure that Members are kept informed of the current budgetary position for both General Fund Revenue and Capital.

165 BCA/19/9 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2019/20 - QUARTER 1

The report was introduced by the Cabinet Member for Finance and Members were provided with an overview of the variances detailed within.

The recommendations in the report were moved by Councillor Ward and seconded by Councillor Osborne.

Councillor Busby commented on the adverse variances and overspends detailed in the report. The Chief Executive clarified that at this stage the figures were forecasts in order to provide an indication for the future.

Councillor Holt raised queries over the current situation within BMBS and enquired if this area was now under control, in particular with regards to the expenditure relating to asbestos surveys and fire prevention. The Assistant Director for Housing confirmed he would discuss the matters further with Councillor Holt.

Councillor Arthey requested that a report was presented to Cabinet Members regarding the redevelopment of void garage sites.

By a unanimous vote

It was RESOLVED:-

- 1.1 That, subject to any further budget variations that arise during the rest of the financial year, the shortfall in funds of £177k, referred to in section 5.5 of the report, be noted;**
- 1.2 The 2019/20 Capital Programme referred to in Appendix A and section 5.10 of the report be noted.**

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

166 BCA/19/13 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE BUSINESS PLAN SEPTEMBER 2019

The Chair advised Members that Item BCa/19/13 would be taken next.

The Cabinet Member for Planning introduced the report and provided an overview of the CIL bids detailed in the report.

Councillor Arthey provided additional details regarding the bid for Assington Friends Farm and suggested that Members accept a 30-year lease for the land with a 15-year break clause. Councillor Arthey also suggested that provision for lease lengths and caps on bids be included in the upcoming CIL framework review.

Members were provided with details of the state aid implications with regard to Gainsborough House, Sudbury by Strategic Planning Policy Infrastructure Officer Angharad Kearns-Watts. The three options were explained to Members. Members discussed the benefits of these various options.

In response to a question from Councillor Malvisi, Councillor Arthey confirmed that amendments to the CIL Framework would be presented to Cabinet for approval.

The recommendations in the report were moved by Councillor Arthey subject to the following amendments;

- Sudbury, Gainsborough House 'subject to legal views on state aid implications' was removed
- Assington Friends Farm amended to a 15-year break clause.

Councillor Holt seconded the recommendations.

By a unanimous vote

It was RESOLVED:-

- 1.1 That the CIL Expenditure Business Plan (September 2019) and accompanying technical assessments of the CIL Bids forming Appendices A and B of the report and which include decisions on valid Bids for Cabinet to make and those for Cabinet to note be approved as follows:-**

Decisions for Cabinet to make: Strategic Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid	Recommendation
B19-04 Sudbury Gainsborough House, 46 Gainsborough Street,	Amount of CIL Bid £200,746.00 Total cost of this element of the works £ 200,746.00 The overall total project cost will be approximately 7.,3 million	It was resolved that the CIL Bid for £200,746.00 be approved after 3 years.

Decisions for Cabinet to make: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Delegated Decision
B/19-02 Long Melford Village Hall Chemist Lane - New car park	Amount of CIL Bid £26,044.16 Total Cost £27,044.16	It was resolved that the Bid for £26,044.16 be approved

B/19-07 Monks Eleigh Village Hall New car park	Amount of CIL Bid £28,765.32 Total Cost £28,765.32	It was resolved that the Bid for £28,765.32 be approved
B/17-18 Assington Friends Farm Building to provide permanent toilets on site, disabled ramps storage facilities, animal housing fences and gates	Amount of CIL Bid £26,800 Total Cost £176,750	It was resolved that the Bid for £26,800 subject to a 15-year break clause in the 30yr lease and the land being formally registered be approved

Decisions for Cabinet to note: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Delegated Decision
B19-01 Long Melford – Village Hall Chemist Lane – New roof (as part of wider programme of Village Hall improvements)	Amount of CIL Bid £6808 Total Cost £17,808	Recommendation to Cabinet to note that delegated decision be taken to approve Bid for £6808

1.2 That Cabinet noted and endorsed the CIL Business Plan which included the position reached on all undetermined/outstanding Bids together with the up to date position in respect of approved CIL Bids from Rounds 1 and 2.

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 and reviewed with amendments adopted on the 18th March 2019 requires the production of a CIL Business Plan for each District which contains decisions for Cabinet to make or note on CIL Bids for CIL expenditure. These decisions relating to the expenditure of CIL monies form one of the ways in which necessary infrastructure supporting

growth is delivered.

Councillor Arthey left the meeting.

167 BCA/19/10 QUARTER ONE PERFORMANCE OUTCOME REPORTING

The report was introduced by the Cabinet Member for Customers, Digital Transformation and Improvement who advised that bench marking information and comparative data on the performance measures with Mid Suffolk District Council had been included. Councillor Parker expressed thanks to the Cabinet Members for the work they have undertaken with the Assistant Directors to achieve the performance outcomes.

Councillor McCraw stated that credit was due to staff in the BMBS teams in respect of the voids performance.

Councillor Davis shared figures with Cabinet Members relating to the free swim initiative carried out during the summer. It was agreed that these details would be included within the monthly newsletters sent to Town and Parish Councils, and shared on the website.

The recommendations were proposed by Councillor Parker and seconded by Councillor Davis.

By a unanimous vote

It was RESOLVED:-

That the performance report and the performance outcome information tabled at Appendices A to H of the report be agreed as reflecting Mid Suffolk District Council's performance for April – June 2019.

Reason for Decision: To provide assurance that the Council is meeting its performance objectives.

168 BCA/19/11 EQUALITY AND DIVERSITY POLICY

The Leader of the Council introduced the report and reminded Members that the report had previously been presented at Full Council.

The recommendations in the report were moved by Councillor Ward and seconded by Councillor Malvisi.

Councillor Busby stated that the policy was not totally inclusive as it is limited to 9 protected characteristics. This was discussed by Members. Councillor Holt proposed that the policy was accepted as written. This was seconded by Councillor Parker.

By a unanimous vote

It was RESOLVED:-

That following a recommendation from Full Council, Cabinet approved the Equality and Diversity Policy.

Reason for Decision: To adopt the Equality and Diversity Policy which meets the Council's responsibilities under the Equality Act 2010.

169 BCA/19/14 LOCAL INDUSTRIAL STRATEGY ENDORSEMENT

The Cabinet Member for Economic Delivery introduced the report which sought Cabinet approval for the draft Local Industrial Strategy for Suffolk and Norfolk. Members were advised that the final format of the strategy would be set by central government and that the proposed publication date of the document was October.

The recommendations were moved by Councillor Holt and seconded by Councillor Busby.

By a unanimous vote

It was RESOLVED:-

That Cabinet endorse the draft version of the Local Industrial Strategy for the Suffolk and Norfolk (New Anglia LEP) area, as attached as Appendix A of the report.

Reason for Decision: To support the delivery of collaborative and inclusive strategic regional and national economy initiatives which will impact to local place level.

Councillor Davis gave an update on the work undertaken by the Member Development Group, as advised by the Chief Executive.

The business of the meeting was concluded at 7.00 pm.

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Chair (and date)