

## MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held as a Virtual Meeting on Monday, 7 September 2020 at 2:30pm.

### PRESENT:

Councillor: Suzie Morley (Chair)  
Gerard Brewster (Vice-Chair)

Councillors: David Burn Julie Flatman  
Jessica Fleming Peter Gould  
Harry Richardson John Whitehead

### In attendance:

Councillor(s): Rachel Eburne  
John Field  
Lavinia Hadingham  
Keith Welham

Officers: Chief Executive (AC)  
Assistant Director – Corporate Resources (KS)  
Assistant Director – Housing (GF)  
Assistant Director – Environment and Commercial Partnerships (CC)  
Assistant Director – Customer Services (SW)  
Deputy Monitoring Officer (JR)  
Governance Officer (CP)

## 5 APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 6 DECLARATION OF INTERESTS BY COUNCILLORS

Councillor Suzie Morley declared a local non-pecuniary interest in respect of item MCA/19/71, Bid M19-03 as a Member of Debenham Sports and Leisure Centre.

Councillor Gerard Brewster declared a local non-pecuniary interest in respect of item MCA/19/71, Bid M21-18.

## 7 MCA/19/67 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 06 JULY 2020 AT 11:30AM

The minutes of the meeting held on 06 July 2020 at 11:30am were confirmed as a true record.

**8 MCA/19/68 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 06 JULY 2020 AT 2:30PM**

The minutes of the meeting held on 06 July 2020 at 2:30pm were confirmed as a correct record.

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

None received.

**10 QUESTIONS BY COUNCILLORS**

There were no questions received from Councillors.

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

There were no matters referred.

**12 FORTHCOMING DECISIONS LIST**

The Forthcoming Decisions List was noted.

**13 MCA/19/69 GENERAL FUND FINANCIAL MONITORING 2020/21 - QUARTER 1**

The Cabinet Member for Finance introduced the report and highlighted the impact that the Covid-19 pandemic had on the Councils' finances.

The recommendations in the report were moved by Councillor Whitehead and seconded by Councillor Gould, who thanked the Finance team for their work.

Councillor Eburne also expressed thanks to the Finance team for their work.

The Cabinet Member for Finance, and the Assistant Director for Corporate Resources responded to questions from Councillor Eburne regarding issues including the timescales for grants received from Government, the estimated loss of income from car parking, and the figures allocated for the former Council Headquarters. The Assistant Director for Corporate Resources advised that further information regarding the Headquarters site would be provided to Members outside of the meeting.

Following a question regarding the Disabled Facilities Grant, the Assistant Director for Housing confirmed that a report would be presented to Cabinet in October regarding expiry of the current service contract and proposed future plans.

Councillor Field queried the number of staff vacancies detailed in the report. In response the Chief Executive confirmed that these vacancies were from a number of departments within the Authority.

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 deficit position £101k, referred to in section 6.6 and 6.7 of the report, be noted;**
- 1.2 The revised 2020/21 Capital Programme referred to in Appendix D and section 6.19 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.**

**14 MCA/19/70 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2020/21 - QUARTER 1**

The Cabinet Member for Finance introduced the report and moved the recommendations.

Councillor Flatman seconded the recommendations and commented on the work undertaken by the Housing Team.

In response to a question regarding the increasing number of Universal Credit Claimants, the Assistant Director for Housing advised that Officers work with the Department of Work and Pensions, and a new County wide group is being established to provide additional support to individuals where required.

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 £1.159m, referred to in section 6.3 of the report, be noted.**
- 1.2 The 2020/21 Capital Programme referred to in Appendix A and section 6.13 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.**

**15 QUARTER ONE PERFORMANCE OUTCOME REPORTING**

The Leader of the Council advised Members that this was the first publication of the Performance Outcome Report in a revised format.

The Assistant Director for Customer Services provided Members with the Performance Outcome Reporting presentation, which was grouped around the Councils' six strategic priorities.

Following a question, the Assistant Director for Customer Services confirmed that future reports would provide more clarity regarding whether figures contained in the presentation related to both Councils.

In response to a question from Councillor Eburne, Members were advised by the Assistant Director for Customer Services that additional information relating to operational measures for individual departments was available via Connect.

It was commented that the data contained in the presentation should be available to members of the public as well as internally. The Assistant Director for Customer Services advised that plans were in place to for this detail to be made available publicly in the future.

The Leader of the Council queried whether the mileage figures in the presentation included Councillor mileage. The Assistant Director for Environment and Commercial Partnerships confirmed that Councillor mileage was included.

**16 MCA/19/71 MID SUFFOLK CIL EXPENDITURE PROGRAMME - SEPTEMBER 2020**

The Cabinet Member for Planning introduced report MCA/19/71 and provided details of the bids in the report. Councillor Burn complimented the Professional Lead for Key Sites and Infrastructure and the team for their hard work.

The recommendations in the report were moved by Councillor Burn, and seconded by Councillor Brewster.

Councillor Welham raised a query regarding the developments in Stowupland and enquired whether the recent revisions to the number of homes on the developments would have an effect on the amount of CIL collected. The Professional Lead for Key Sites and Infrastructure confirmed a response would be provided outside of the meeting.

By a unanimous vote

It was RESOLVED:-

- 1.1 That the CIL Expenditure Programme (September 2020) and accompanying technical assessment of the CIL Bids - M20-07, M21-18, M19-12, M19-03, M20-08 and M19-13 (forming Appendices A and B of the report) be approved. This includes decisions on valid Bids approved and noted by Cabinet as follows: -

Decisions for Cabinet to make: Ringfenced funds for Thurston and Stowmarket only

CIL Bid,	Location	and	Amount of CIL Bid and total	Cabinet Decision
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Infrastructure Proposed	cost of the Infrastructure	
M20-07 THURSTON Cost of feasibility study for Thurston Rail Station improvements (including road safety audit)	Amount of CIL Bid (for rail feasibility study incorporating a road safety audit) £100,000  Total costs £100,000.	Recommendation to Cabinet to approve CIL Bid M20-07 for £100,000 (for a feasibility study) from the Ringfenced Infrastructure Fund – (Thurston only)
M21-18 STOWMARKET Electric Vehicle charging points Regal Car park	Amount of CIL Bid £10,263.00 (excluding VAT)  Total costs £12,940.00	Recommendation to Cabinet to approve CIL Bid M21-18 for £10,263.00 ( from the Ringfenced Infrastructure Fund – (Stowmarket only)

Decisions for Cabinet to make: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision
M19 -12 EYE Replacement of Moors Lane Children's Play area	Amount of CIL Bid £ 31,605.60  Total costs £62,858.40	Recommendation Cabinet to approve CIL Bid M19-12 for £31,605.60 from the Local Infrastructure Fund

M19- 03 DEBENHAM Additional car park	Amount of CIL Bid £47,000.00  Total costs £89,760 (including VAT).	Recommendation to Cabinet to approve CIL Bid M19-03 for £47,000 from the Local Infrastructure Fund
M20-08 WINGFIELD Conversion of The Granary for use for a Children's Nursery	Amount of CIL Bid £34,000.00 (excluding VAT)  Total costs £59,598.00	Recommendation to Cabinet to approve CIL Bid M20-08 for £34,000.00 from the Local Infrastructure Fund

#### Decisions for Cabinet to make: Local Infrastructure Fund

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the Infrastructure	Cabinet Decision
M19-13 BEDFIELD New play area	Amount of CIL Bid £4,534  Total costs £35,000	Recommendation Cabinet to note delegated decision CIL Bid M19-13 for £4,534 from the Local Infrastructure Fund decision taken on 15 <sup>th</sup> May 2020

- 1.2 That Cabinet note and endorsed the CIL Expenditure Programme which included the position in respect of approved CIL Bids from Rounds 1, 2, 3, and 4.

Reason for Decision: Community Infrastructure Levy (CIL) monies have been collected since the implementation of CIL on the 11<sup>th</sup> April 2016. The CIL Expenditure Framework originally adopted in April 2018 and reviewed with amendments adopted on the 18<sup>th</sup> March 2019 and with further amendments on the 20<sup>th</sup> April 2020 requires the production of a CIL Expenditure Programme 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.

The business of the meeting was concluded at 4.25 pm.

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Chair