

MID SUFFOLK DISTRICT COUNCIL

Minutes of the meeting of the **MID SUFFOLK CABINET** held in the King Edmund Chamber, Endeavour House, 8 Russell Road, Ipswich on Monday, 6 March 2023

PRESENT:

Councillor: Suzie Morley (Chair)
Harry Richardson (Vice-Chair)

Councillors: David Burn Julie Flatman
Lavinia Hadingham John Whitehead

In attendance:

Councillors: John Field
Andrew Mellen

Guest(s) Mark Leonard – Property Consultant from Studley Capital Ltd.

Officers: Chief Executive (AC)
Deputy Chief Executive (KN)
Monitoring Officer (IA)
Director - Economic Development and Regeneration (FD)
Director - Corporate Resources and Section 151 Officer (ME)
Director - Housing (DF)
Director – Planning and Building Control (TB)
Corporate Manager - Housing Solutions (AAY)
Corporate Manager – Finance, Commissioning & Procurement (RH)
Corporate Manager - Public Protection (TH)
Licensing Team Leader - Environments and Projects (KP)
Senior Environmental Health Officer (DW)
Assistant Manager – Governance (HH)

Apologies:

Gerard Brewster
Jessica Fleming
Peter Gould

94 DECLARATION OF INTERESTS BY COUNCILLORS

There were no declarations made by Councillors

95 MCA/22/47 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 6 FEBRUARY 2023

It was RESOLVED:-

That the minutes of the meeting held on the 6 February 2023 be confirmed and signed as a correct record.

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

None received.

97 QUESTIONS BY COUNCILLORS

None received.

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

There were no matters referred.

99 FORTHCOMING DECISIONS LIST

There were no comments made.

100 MCA/22/48 GENERAL FUND FINANCIAL MONITORING 2022/23 - QUARTER 3

100.1 The Chair, Councillor Morley invited the Cabinet Member for Finance to introduce the report.

100.2 Councillor Whitehead introduced the report and moved recommendations 3.1 and 3.2 as detailed in the report.

100.3 Councillor Richardson seconded the recommendations.

100.4 In response to questions from other Members attending the meeting regarding the early pessimistic outlook for the budget, the Cabinet Member for Finance, Councillor Whitehead responded there had been improvement from quarter 2 to quarter 3 and that both overspend and underspend had occurred, but this had been adjusted in the budget. However, the budget had improved in 2022.

100.5 Councillor Morley added that underspend on projects was not a result of these not being completed, but because outside funding had been identified to cover the costs.

100.6 In response to questions from other Members attending the meeting, the Cabinet Member for Finance stated that the overspend in the Strategic Properties were a result of the slippage of the move to the new floor plate, which had incurred additional costs.

100.7 The Director for Corporate resources detailed the bank charges referred to on page 5 of the report, including that a larger volume of transactions had been coming through than what had been budget for.

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 net expenditure overspend position of £548k and forecast reserve movements, referred to in Appendix A of the report, be noted.**
- 1.2 The revised 2021/22 Capital Programme referred to in Appendix A, section 5 be noted.**

REASON FOR DECISION

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

101 MCA/22/49 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL MONITORING 2022/23 - QUARTER 3

- 101.1 The Chair, Councillor Morley invited the Cabinet Member for Finance to introduce the report.
- 101.2 Councillor Whitehead introduced the report and moved recommendations 3.1 and 3.2 as detailed in the report, which was seconded by Councillor Hadingham.
- 101.3 In response to questions from other Members attending the meeting the Director for Housing advised she would respond to the number of air source heat pumps installed after 2020 outside of the meeting. However, the covid restrictions would have made it difficult to undertake installation of the pumps. Further the Housing Design and Specifications were to be updated and be presented to members in due course.
- 101.4 In response to questions from other Members attending the meeting the Cabinet Member for Finance detailed the issues around capital spend and the planned maintenance. The Director for Housing added planned maintenance relied on sound data and work was being undertaken to cleanse the collected data which would support a new programme for planned maintenance.

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 adverse variance of £927k, referred to in Appendix A, section 2 of the report, be noted;**
- 1.2 The 2022/23 revised Capital Programme referred to in Appendix A, section 3 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.

102 MCA/22/50 QUARTER 3 PERFORMANCE

- 102.1 The Chair and Cabinet Member for Customers, Digital Transformation and Improvements provided a brief introduction and then invited each of the Cabinet Members present to provide a brief summary of their respective portfolios.
- 102.2 The Cabinet Member for Economic Growth, Councillor Richardson, the Cabinet Member for Communities and Wellbeing, Councillor Flatman and the Cabinet Member for Housing, Councillor Hadingham presented a brief summary of the performance of their portfolio.
- 102.3 Councillor Morley presented the summary for the Environment portfolio on behalf of Councillor Fleming.
- 102.4 In response to questions from other Members attending the meeting, the Cabinet Member for Communities and Wellbeing advised Members that information for how much Section 106 funding that was outstanding for community projects was available on the website for Exacon on the following link: <https://pfm.exacom.co.uk/midsuffolkbabergh/index.php>
- 102.5 In response to questions from other members attending the meeting regarding the project on page 58 of the report, officers clarified that it was a project originated in community and that the Sustainable Travel officer had attended meetings to see where the Council could support the project.
- 102.6 The Quarter 3 Performance was noted.

103 MCA/22/51 COMMUNITY INFRASTRUCTURE LEVY (CIL) - CIL EXPENDITURE PROGRAMME MARCH 2023

- 103.1 The Chair, Councillor Morley, invited the Cabinet Member for Planning to introduce the report.
- 103.2 Councillor Burn provided an overview of each of the CIL bids in the reports, which was supported by the Professional Lead for Key Site and Infrastructure.
- 103.3 Councillor Burn moved the recommendations 3.1 and 3.2 as detailed in the report, which was seconded by Flatman.
- 103.4 In response to questions from other Members attending the meeting, the Professional Lead for Key Sites and Infrastructure detailed how each CIL bid was unique. The Director for Planning and Building Control assured Members that there was enough capacity within the CIL team to ensure that bids was process in a timely manner, however some bids were dependent

on stakeholders which occasionally caused delays.

103.5 The Cabinet Member for Planning stated in response to questions from other members attending the meeting he could not comment on individual cases, however there were a number of stakeholders involved in CIL bids and that each bid was complex and unique.

103.6 Members debated the issues including that it was good that the Council and parish councils worked together on CIL bids and that as ward members there was a lot of paperwork to complete, and they appreciated the support provided by the Council.

By a unanimous vote

It was RESOLVED: -

1.1 That the CIL Expenditure Programme (March 2023) and accompanying technical assessment of the CIL Bids M22-14, M22-26, M22-17, M22-23, M22-24 and M22-28 (forming Appendices, A and B) and which include decisions on these CIL Bids for Cabinet to make and approve and to note (delegated decisions only) are as follows:-

Decisions for Cabinet to make: - Ringfenced Infrastructure Fund (Haughley Stradbroke and Stowupland) and Local Infrastructure Fund (Hoxne)

CIL Bid, Location and Infrastructure Proposed	Amount of CIL Bid and total cost of the infrastructure	Cabinet Decision
M22-14 HAUGHLEY Play Area	Amount of CIL Bid £71,000.00 Total costs of the project £102,000 Other funding sources are: Parish Council £20,000 Donations £10,000 Community funding £1,000	Recommendation to Cabinet to approve CIL Bid M22-14 for £71,000.00 from the Ringfenced Infrastructure Fund (Haughley)
M22-26 STRADBROKE	Amount of CIL Bid £29,724.00	Recommendation to Cabinet to

<p>Health Centre Improvements</p>	<p>Total costs of the project £39,634.00</p> <p>Other funding sources are:</p> <p>Parish Council £9,910.00</p>	<p>approve CIL Bid M22-26 for £29,724.00 from the Ringfenced Infrastructure Fund (Stradbroke)</p>
<p>M22-17</p> <p>STOWUPLAND</p> <p>New footpath Trinity Meadows to Trinity Walk Bus Stop</p>	<p>Amount of CIL Bid £14,200.00</p> <p>Total costs of the project £14,200</p>	<p>Recommendation to Cabinet is to approve CIL Bid M22-17 for £14,200 from the Ringfenced Infrastructure Fund (Stowupland) for the amended route</p>
<p>M22-23</p> <p>HOXNE</p> <p>Hoxne Church Lavatory Project</p>	<p>Amount of CIL Bid £28,090.88</p> <p>Total costs of the project £37,454.50</p> <p>Other funding sources are:</p> <p>Hoxne Parochial Church Council funding: £9,363.62</p>	<p>Recommendation to Cabinet to approve CIL Bid M22-23 for £28,090.88 from the Local Infrastructure Fund</p>

Decisions for Cabinet to note: - Ringfenced Infrastructure Fund (Barham) and Local Infrastructure Fund (Mendham)

CIL Bid, Location and Infrastructure	Amount of CIL Bid and total cost of the	Cabinet Decision
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Proposed	infrastructure	
M22-24 BARHAM Fencing to play area for Kirby Rise Gren	Amount of CIL Bid £3,377.75 Total costs of the project £5,037.00 Other funding sources are Parish Council £1,659.25	Recommendation for Cabinet to note the delegated decision for CIL Bid M22-24 for £3,377.75 from the Ringfenced Infrastructure Fund
M22-28 MENDHAM Renovation of village car park	Amount of CIL Bid £9,733.81 Total costs of the project £12,978.41 Other funding sources are: Parish Council £3,244.60	Recommendation for Cabinet to note the delegated decision for CIL Bid M22-28 for £9,733.81 from the Local Infrastructure Fund

- 1.2 That Cabinet noted and endorsed this CIL Expenditure Programme which includes the position in respect of approved CIL Bids from Rounds 1 to 9 (September and November 2022 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 was originally adopted in April 2018 and reviewed with amendments adopted in the March 2019, April 2020, 23rd and March 2021. They were further reviewed, and changes were adopted in July 2022 by Mid Suffolk and in October 2022 by Babergh. The CIL Expenditure Framework requires the production of a CIL Expenditure Programme for each District 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.

A short break was taken between 11:46 am and 12:03 pm.

- 104.1 **The Chair, Councillor Morley invited the Cabinet Member for Housing to introduce the report.**
- 104.2 **Councillor Hadingham provided an introduction and moved recommendations 3.1, 3.2, 3.3, 3.4 and 3.5 as detailed in the report, which was seconded by Councillor Flatman.**

By a unanimous vote

It was RESOLVED: -

- 1.1 **To agree Option 1 above – approve and adopt the private sector housing enforcement policy (Appendix 1) with consideration to the feedback from Overview & Scrutiny held on 20th February 2023. (Appendix 5).**
- 1.2 **To approve and authorise the use of civil penalty and financial penalty powers provided by the Housing and Planning Act 2016 (Appendix 2), Electrical Safety Regulations (Appendix 3) and Energy Efficiency (Private Rented Property) Regulations (Appendix 4).**
- 1.3 **To agree to charge for relevant housing enforcement action based on officer time taken and that any revenue arising from civil penalties will be retained within the service to meet the legal or administrative costs and expenses incurred under the relevant housing law.**
- 1.4 **To agree for the Director for Housing in consultation with the Portfolio Holder for Housing to have delegated authority to make minor amendments to the enforcement and civil penalties policies.**
- 1.5 **To agree for the Director of Housing to delegate powers to Officers to carry out the enforcement powers.**

REASON FOR DECISION

To ensure that the Council has a consistent and effective policy to tackle poor conditions in private sector housing.

To make full use of housing enforcement powers available, including civil penalties and ensure effective enforcement.

To recover enforcement costs incurred.

105 MCA/22/53 UPDATE ON SOCIAL HOUSING REGULATION AND THE OUTCOME OF THE REFERRAL TO THE REGULATOR OF SOCIAL HOUSING

- 105.1 **The Chair, Councillor Morley invited the Cabinet Member for Housing to introduce the report.**

105.2 Councillor Hadingham provided an introduction and moved recommendations 3.1, 3.2, 3.3 and 3.4, as detailed in the report, which was seconded by Councillor Morley.

By a unanimous vote

It was RESOLVED: -

- 1.1 To note the update on recent changes to the regulation of social housing, including for stock-holding Local Authorities.**
- 1.2 To note the outcome of the Council's recent referral to the Regulator of Social Housing.**
- 1.3 To agree the future governance and monitoring arrangements set out at paragraph 7 of this report.**
- 1.4 To agree the new set of key performance indicators for the Housing Service set out at paragraph 6 of this report.**

REASON FOR DECISION

To ensure that the Cabinet have oversight of the critical performance information they require to monitor and scrutinise the Housing Service effectively.

To provide assurance, through good governance, that the Councils comply with the Regulator for Social Housing's Consumer Standards and the broader regulatory framework.

106 MCA/22/54 BABERGH AND MID SUFFOLK CULTURE, HERITAGE AND VISITOR ECONOMY STRATEGY

106.1 The Chair, Councillor Morley invited the Cabinet Member for Economic Growth to introduce the report.

106.2 Councillor Richardson provided an introduction and moved recommendations 3.1, 3.2, and 3.3 as detailed in the report, which was seconded by Councillor Flatman.

106.3 Councillor Morley stated that it was a great strategy and thank officers for the work they had undertaken, this was reiterated by Members.

By a unanimous vote

It was RESOLVED: -

- 1.1 That the Culture, Heritage and Visitor Economy Strategy, attached as Appendix 1, be adopted and that Members endorse the clear long-term vision and accompanying set of ambitions, aims and objectives set out in this strategy.**
- 1.2 The Director for Economic Growth & Climate Change, in consultation with**

the relevant Cabinet Member, be delegated authority to make amendments and updates to the Strategy, in response to changing needs.

1.3 The Director for Economic Growth & Climate Change, in consultation with the relevant Cabinet Member, be delegated authority to develop a delivery plan to be completed by June 2023.

REASON FOR DECISION

That the Council has a clear strategy and delivery plan to set the ambition to shape the future growth and resilience of the Cultural, Heritage and Visitor Economy sectors across the districts and to provide a prospectus for conversations about future investment with national and regional funders.

107 MCA/55/55 THE APPROVAL TO CONSULT ON A REVISED TABLE OF FARES FOR HACKNEY CARRIAGES

107.1 The Chair, Councillor Morley provided the introduction on behalf of Councillor Fleming who was unable to attend the meeting.

107.2 Councillor Morley moved recommendation 3.1 and 3.2 as detailed in the report, which was seconded by Councillor Richardson.

By a unanimous vote

It was RESOLVED: -

1.1 That Cabinet, following consideration of Licensing and Regulatory Committee's recommendation, approved the revised table of fares for consultation, attached at Appendix A to this report, and in accordance with Section 65 of the Local Government (Miscellaneous Provisions) Act 1976. This was consulted as 'Option Two' with the taxi trade.

1.2 That Cabinet, following consideration of Licensing and Regulatory Committee's recommendation, requested the Licensing Team to investigate the modernisation of Hackney Carriage Meters. All findings were to be reported back to the Licensing and Regulatory Committee at a later date.

REASON FOR DECISION

To adopt the revised table of fares for Hackney Carriages within the Mid-Suffolk District.

Ensuring that Hackney Carriage fares are reviewed in line with the costs of providing a service to allow drivers to cover the cost of running a taxi and providing a service to the public whilst ensuring that fares are reasonable for the public to pay.

108 MCA/22/56 SKILLS & INNOVATION CENTRE ON GATEWAY 14

- 108.1 The Chair, Councillor Morley invited the Cabinet Member for Housing to introduce the report.
- 108.2 Councillor Hadingham provided an introduction and introduced Mark Leonard – Property Consultant from Studley Capital Ltd.
- 108.3 Councillor Hadingham moved recommendation 3.1, 3.2, 3.3, 3.4 and 3.5 as detailed in the report, which was seconded by Councillor Flatman.

By a unanimous vote

It was RESOLVED: -

- 1.1 That Cabinet reviewed and noted the initial business case attached as Appendix A (confidential) including high-level development appraisal with initial costing estimates, revenue income opportunities and viability requirements, indicative costs of borrowing and latest version of the scheme design layout including an indicative schedule of accommodation.**
- 1.2 That Cabinet noted the work to date on the operational management strategy and the findings and conclusions of the Respublica report (attached as Annex F1 of Appendix A - confidential)**
- 1.3 That Cabinet endorsed the option to further develop a business case for a combined skills and innovation centre.**
- 1.4 That Cabinet noted the forward funding of revenue spend from within existing budgets to complete the next stage of business case development work. It should be noted that where forward-funded revenue spend can be later capitalised it will be.**

REASON FOR DECISION

To continue to explore and maximise the opportunities for the Council to lead the development of a new unique facility which offers skills development and entrepreneurship and innovation at Gateway 14 in Stowmarket. This leadership opportunity arises from the Council's economic growth and strategic asset management functions, Gateway 14 site involvement including Freeport East designation and active skills and innovation sector partnerships.

This proposal seeks to meet the immediate and future skills needs of employers and workers in the local and wider sub-regional area and to address the significant skills gaps in the locality. It will provide bespoke services to address gaps in provision and add value to the regional economy.

The proposal meets many Council, local partnership and government outcomes but also creates the conditions to stimulate some new and exciting partnerships which enhance opportunities for local communities and provides a regionally significant

centre in the town and within the Freeport area.

It was approved and confirmed by show of hands that Appendix A, B and C were restricted under the Local Government Act 1972, part 1, schedule 12a, paragraph 3: Information relating to the financial or business affairs of any particular person(including the authority holding that information).

109 EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)

As Members had completed their discussion of Item MCA/22/56 Skills and Innovation Centre on Gateway 14, the Chair refrained from going into closed session.

110 MCA/22/56 SKILLS & INNOVATION CENTRE ON GATEWAY 14 - CONFIDENTIAL APPENDICES

The business of the meeting was concluded at 12.11 pm.

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Chair