

## MID SUFFOLK DISTRICT COUNCIL

Minutes of the Meeting of the **MID SUFFOLK CABINET** held at the Lecture Theatre, Mid Suffolk District Council Offices, High Street, Needham Market on Monday, 5 June 2017

### **PRESENT:**

Councillor: Nick Gowrley – Leader of Council in the Chair  
John Whitehead – Deputy Leader of Council

Councillors:	Gerard Brewster	David Burn
	Julie Flatman	Glen Horn
	Penny Otton	Andrew Stringer
	David Whybrow	Jill Wilshaw

### **Also attending:**

Councillors: Roy Barker  
Diana Kearsley  
Suzie Morley

### **In attendance:**

Chief Executive  
Strategic Director (ME/KJ)  
Corporate Manager (Business Improvement)  
Professional Lead – Growth and Sustainable Planning  
Senior Development Management Planning Officer (GW)  
Project and Research Officer (KP)  
Governance Support Officer (VL/HH)

**Note: A minute's silence was held for the London Bridge and Borough Market terrorist attack.**

#### **1 APOLOGIES FOR ABSENCE/SUBSTITUTIONS**

There were no apologies for absence.

#### **2 TO RECEIVE ANY DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST BY COUNCILLORS**

There were no declarations of interest.

#### **3 MCA/17/1 - CONFIRMATION OF THE MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 8 MAY 2017**

The minutes of the meeting held on 8 May 2017 were confirmed as a correct record subject to the following amendments:

- Councillor Nick Gowrley being added to the attendance list

- Minute Number EX35: Add 'By a unanimous vote' before the Resolution

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

None received.

5 **QUESTIONS BY THE PUBLIC**

None received.

6 **QUESTIONS BY COUNCILLORS**

None received.

7 **MCA/17/2 - HALF-YEARLY PERFORMANCE OUTCOME REPORTING (OCTOBER 2016 TO MARCH 2017)**

Councillor Horn introduced the report which presented the Council's current performance and progress towards the Joint Strategic Plan (JSP). The appendices built upon the approach tabled to Members in December 2016 and the feedback received. Five of the appendices now contained a number of key tracking and influencing indicators for each theme with associated data for the year, snapshot comparative trends and complementary information as to progress against the agreed JSP outcomes. A summary also recorded the main achievements and impacts upon communities. The remaining two appendices displayed information on projects and activities that were at the scoping stage showing work in progress and an indication of future performance measures.

Overall the report evidenced good progress being made across most areas in delivering the programme and provided highlights and identified risks, giving an insight into the Council's performance and allowing progress to be monitored.

Councillor Horn proposed the recommendation with an amendment to read '... Appendices A to G be agreed as a reflection of Mid Suffolk District Council's performance ...', which was seconded by Councillor Brewster.

Members made the following comments:

- Paragraph 11.3.1, bullet point 5 – how is self-build being encouraged and are the houses added to the affordable housing list, are they properties for sale or part-ownership?
- Paragraph 11.3.1, bullet point 6 – replace 'does' with 'continues to' not have a five year housing land supply
- Paragraph 11.3.1, final bullet point – what is the reason for the rise in the number of households placed in bed and breakfast accommodation? (Councillor Gowrley suggested this was a topic that the Overview and Scrutiny Committee could investigate)
- Paragraph 11.3.2 – include the type of jobs created and whether they are low

- income and/or low skilled
- Paragraph 11.3.3 – further information should be included in future for the Community Capacity theme
- Paragraph 11.3.5 – Information requested on progress against the redevelopment of the Regal Theatre in Stowmarket
  
- Appendix A, Housing Delivery Theme
  - (Unlocking barriers to growth)
    - Tracking Indicator T1 – include target for the ‘number of Band D equivalent properties on the Tax Base’ (This indicator is also included as I3 under (Enabled and Efficient Organisation -0 Financially sustainable Councils)
    - Influencing Indicator I1 – reconsider inclusion of target for ‘Number of dwellings approved’
    - Influencing Indicator I4 – graph to be corrected
  - (Communities embrace new homes)
    - Influencing Indicator I1 – reconsider inclusion of target for the ‘Number of enforcement cases’
  - (Making best use of our housing assets)
    - Influencing Indicator I3 – use ‘tenants’ instead of ‘customers’ if appropriate, for the explanation as to why the disabled adaption indicator is important
  
- Appendix C, Performance, Business Growth and Increased Productivity
  - (Ensuring the right skills for business)
    - With regard to the schools project, are secondary schools that are now Academies still to be involved, and are they willing to be involved?
  
- Appendix D, Community Capacity Building and Engagement Theme
  - (Community volunteers are skilled and able)
    - Tracking Indicator T2 – Is MSDC encouraging staff to volunteer as on-call fire fighters and foster carers as per Suffolk County Council campaigns
  - (Continued support for Health and Wellbeing)
    - Influencing Indicator I1 – Are there any Fit Villages in the Mid Suffolk District as this indicator relates to Babergh?
  
- Appendix G, Environment Waste and Leisure
  - Waste tracking and influencing indicators to include data for Quarters 1-3 (missing)
  - Lack of information on the review of leisure provision – to be included in future under the appropriate theme
  - Tracking Indicator T3 – consideration to be given to which theme

- building control sits under in future
- Influencing Indicator I3 – how is the market share of building control calculated. (This indicator also sits under I1 (Enabled and Efficient Organisation – Financially sustainable Councils))

Members asked for more work to be undertaken between the Lead Assistant Directors and relevant Cabinet Members to refine the indicators and performance information. The report would become more user friendly as it further developed.

By 9 votes to 0

### **RESOLUTION**

*That the performance report and the performance outcome information tabled at Appendices A to G be agreed as a reflection of Mid Suffolk District Council's current performance and progress towards the Joint Strategic Plan outcomes*

## **8 MCA/17/3 - PRE-APPLICATION SERVICES**

Councillor Whybrow introduced the report. He said a positive and business like pre-application service was recognised by the Local Government Association and Planning Advisory Service as a model to encourage prospective applicants to discuss proposals at the earliest stages thereby achieving potential benefits for all. The report detailed the preferred business model for the tiered delivery of charged pre-application services proportionate to the size and complexity of the proposal. It included a proposed set of charges based on the average expected time for dealing with the scale of each enquiry and a benchmarked hourly rate.

Councillor Whybrow proposed the recommendation which was seconded by Councillor Whitehead.

Concern was expressed that charging for pre-application advice was counter-productive and could lead to a presumption of delivery. It was suggested that the quality of responses should be monitored and that they should be attached to the application file so that any Officer dealing with a case were aware of the advice. It was noted that it was expected all responses would initially be checked by Senior Officers to ensure consistency of advice.

It was requested that consideration be given to Ward Members being advised when pre-application advice was requested.

Some concern was expressed regarding the level of charges for householder applications and whether these were weighted against the individual as opposed to the big developer. Further concern was expressed that householders would not request pre-application advice to avoid paying the fee leading to an increase in enforcement cases.

By 8 votes to 2

**RESOLUTION**

*That a new format of Pre-Application Advice Service and the proposed fee charges for such services with introduction with effect from 1 July 2017 be approved*

9 **RESOLUTION TO EXCLUDE THE PUBLIC**

By a unanimous vote

**RESOLUTION**

That under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act in the paragraphs registered against the item:

<i>Item</i>	<i>Schedule 12a Reason</i>
<i>EX102</i>	<i>1,2</i>

10 **MCA/17/4 - SUGGESTED REDRESS FOR THE COMPLAINANT**

The Minute relating to the above mentioned item is excluded from the public record. A summary of the Minute made by the Proper Officer in accordance with subsection 2 of Section 100(c) of the Local Government Act 1972 is set out below.

The Project and Research Officer submitted report MCA/17/4.

The Committee accepted the recommendations contained in the report together with an additional recommendation proposed by the Leader of Council.