

**TO: ALL MEMBERS OF THE JOINT
EXECUTIVE (CABINET) COMMITTEE**

**Copy to: recipients of Joint Executive
(Cabinet) Committee papers**

Our reference CS
Your reference N/A
Contact Claire Skoyles
Direct Dial 01284 757176
Email claire.skoyles@westsuffolk.gov.uk

21 December 2018

Dear Councillor

JOINT EXECUTIVE (CABINET) COMMITTEE - MONDAY 25 JUNE 2018

Following the successful acquisition of the property detailed in the report listed below, the exemption has now been lifted and the papers relating to this item are now available for public inspection.

**Agenda
No** **Item**

15. **Investing in our Commercial Asset Portfolio (para 3) (Exempt
Report No: CAB/JT/18/013) (Pages 1 - 14)**

Yours sincerely

Claire Skoyles
Democratic Services Officer (Cabinet)
HR, Legal and Democratic Services

Jennifer Eves • Assistant Director (Human Resources, Legal and Democratic Services)
Tel 01284 757015 • **Fax** 01284 757110
Email democratic.services@westsuffolk.gov.uk

West Suffolk House • Western Way • Bury St Edmunds • Suffolk • IP33 3YU
www.westsuffolk.gov.uk

This page is intentionally left blank

Joint Executive (Cabinet) Committee

Title of Report:	Investing in our Commercial Asset Portfolio	
Report No:	EXEMPTION REMOVED CAB/JT/18/013	
Report to and dates:	Joint Executive (Cabinet) Committee	25 June 2018
	St Edmundsbury Council	17 July 2018
Portfolio holder:	Cllr Alaric Pugh Portfolio Holder for Planning and Growth Tel: 07930460899 Email: alaric.pugh@stedsbc.gov.uk	
Lead officer:	Rachael Mann Assistant Director (Resources and Performance) Tel: 01638 719245 Email: rachael.mann@westsuffolk.gov.uk	Colin Wright Service Manager (Place Delivery & Strategic Property) Tel: 01284 757385 Email: colin.wright@westsuffolk.gov.uk
	To seek approval to purchase the land and buildings forming the former Clearance Warehouse Retail premises, Beetons Way, Bury St Edmunds.	
Purpose of report:		
Recommendation:	<p>It is <u>RECOMMENDED</u> that, subject to the approval of St Edmundsbury's full Council:</p> <p>(1) Delegated authority be given to the Chief Executive and the Section 151 Officer, in consultation with the Leader of St Edmundsbury Borough Council and the Portfolio Holder for Planning and Growth, to exercise the purchase of the land and former Clearance Retail Warehouse,</p>	

	<p>Beetons Way, Bury St Edmunds (including appropriate legal agreements) for up to £1.65 million (subject to valuation, contract, due diligence and full surveys).</p> <p>(2) A capital budget of £1.74 million is established, for the purchase and to include stamp duty land tax and due diligence costs including structural surveys, along with a £105,000 revenue 'holding costs' budget, both funded as detailed in section 2.6 of Exempt Report No: CAB/JT/18/013 , for the purchase outlined in (1) above.</p> <p>(3) Agreement is given to Council's Section 151 Officer to make the necessary changes to the Council's 2018/19 prudential indicators as a result of recommendation (2).</p>
<p>Key Decision:</p> <p><i>(Check the appropriate box and delete all those that do not apply.)</i></p>	<p><i>Is this a Key Decision and, if so, under which definition?</i></p> <p>Yes, it is a Key Decision - <input type="checkbox"/></p> <p>No, it is not a Key Decision - <input checked="" type="checkbox"/></p> <p>As final approval will be sought from St Edmundsbury's full Council.</p>
<p><i>The decisions made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.</i></p>	
<p>Consultation:</p>	<p>Member engagement has taken place.</p>
<p>Alternative option(s):</p>	<p>The Council could chose not to seek to purchase the land and building. This option has been considered and is outlined in section 1.3.2 below.</p>
<p>Implications:</p>	
<p><i>Are there any financial implications? If yes, please give details</i></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <ul style="list-style-type: none"> As outlined in the body of the report.
<p><i>Are there any staffing implications? If yes, please give details</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> None associated with this report.
<p><i>Are there any ICT implications? If yes, please give details</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> None associated with this report.
<p><i>Are there any legal and/or policy implications? If yes, please give details</i></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <ul style="list-style-type: none"> A due diligence exercise will need to be undertaken before exchange of contracts. An valuation has been sought to satisfy that SEBC's offer is state aid compliant.
<p><i>Are there any equality implications? If yes, please give details</i></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> Not at this stage.

Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
SEBC's offer is not accepted	Medium	Heads of Terms are in agreed format subject to the decision of SEBC Council meeting. The due diligence exercise will be commenced shortly.	Low
SEBC offer cannot be supported by valuation.	Medium	Valuation has been sought to support the current offer and to reflect that the Council is a special purchaser. The purchase will be subject to necessary due diligence including legal advice, contract, full building surveys.	Low
SEBC purchase the building and is then unable to realise its car parking aspirations.	Low	Continue dialogue with planning and highways officers to ensure its deliverability as a car parking solution. We retain the option to continue to rent out the building or put the building back on the market.	Low
SEBC purchase the building and is then unable to realise its masterplan aspirations.	Medium	Continue to work through masterplan viability and delivery programme. We retain the option to continue to rent out the building or put the building back on the market.	Low
Ward(s) affected:		All Wards	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		Western Way Development site (formerly Public Service Village Phase II, Olding Road), Bury St Edmunds reports to Cabinet. CAB/SE/14/010 - 02 December 2014 CAB/SE/15/023 - 24 March 2015 CAB/SE/16/017 - 29 March 2016 Western Way, Masterplan http://www.westsuffolk.gov.uk/planning/Planning_Policies/upload/Adopted-Masterplan-LOWRES.pdf	
Documents attached:		Appendix A – Location map Appendix B – Financial Assumptions Appendix C – Cash Flow Forecasts	

1. Key issues and reasons for recommendations

1.1 Background

- 1.1.1 At its meeting on 19 April 2017, Council resolved the adoption of the Masterplan for Western Way, as set out in Appendix A to Report No: SDW/SE/16/003, as non-statutory planning guidance. The comprehensive development of the Western Way site is one of St Edmundbury's key strategic projects and its delivery is supported and monitored under the national One Public Estate programme.
- 1.1.2 A number of potential public sector partners for the development have recently signed up to a 'Declaration of Intent' as a Collective Agreement to work together to explore developing Western Way to improve services, drive efficiencies and ultimately produce better outcomes for the communities we all serve. Each partner has agreed to use its best endeavours to promote and develop the project to the best advantage of all partners and to facilitate the completion of the Joint Strategic Business Case due for Council consideration in winter 2018.
- 1.1.3 Significant work continues on this project, including engagement with potential public sector partner occupiers, site due diligence, site layout options, financial modelling, funding appraisal, procurement and phasing options for the sites, construction programming and engagement with planning and highways.
- 1.1.4 Delivery of the project will result in a step change in the delivery of integrated public services and the direct and indirect creation of many new homes and jobs. An emerging preferred site layout option includes a number of uses on the site, such as a shared building with a link to the current West Suffolk House, commercial offices, residential, student accommodation, car parking provision (both multi storey and surface parking) and an allocation of land for any future Bury Leisure Centre provision.
- 1.1.5 The project's car parking strategy has explored a number of car parking solutions for the site including onsite vs offsite provisions and surface vs multi storey provision. Based on potential and existing partner requirements, including the retention (in some case, re-provision) of the site's existing car parking provision, around 1,600 spaces are currently being modelled into the preferred site layout options. West Suffolk College has also expressed a need (if available) for around 250 extra spaces over the next five years linked into their own growth plans and the potential impact of civil parking enforcement.
- 1.1.6 Taking into account site design and density, the amenity of nearby residents, use adjacencies, planning and highways considerations and transitional car parking requirements (whilst significant parts of the site are being developed) a mixture of flexible and future-proofed car parking solutions are currently being proposed in the emerging preferred site layout option (including onsite surface and multi storey, alongside some offsite provision).
- 1.1.7 To facilitate the provision of offsite car parking facilities for the Western Way Development, officers have been exploring vacant sites within close proximity to the site. Offsite provision options are limited, with little, or in

fact most case, no capacity available from neighbouring partners' sites. However one site in particular does look to offer a solution for the Council both in terms of offering a short term transitional provision as well as the potential to offer a long term provision (with the potential to increase capacity). This site also offers a long-term investment even if the Western Way project were not to proceed.

1.2 The Property - Former Clearance Warehouse Retail premises, Beetons Way

- 1.2.1 The property comprises a detached warehouse building which we believe dates from the late 1970's or early 1980s. The entirety of the building is currently vacant and comprises a main warehouse space with a lean-to attached to the southern elevation. The current condition of the property is poor and would likely require investment to bring it into a lettable condition. The property also consists of land which is currently used as car parking associated with the retail premises. .
- 1.2.2 The whole site is secured by a palisade fence to include a palisade gate from Anglia Lane. The property is currently accessed from Anglia Lane, but planning permission exists for a new access to be made from Beetons Way (DC/15/2041/FUL). The gross site area extends to approximately 0.86 hectares (2.12 acres).
- 1.2.3 Appendix A provides a location plan of the land and property.
- 1.2.4 Planning permission to construct a surface or multi decked car park on the property would be required. Initial informal dialogue with both planning and highways officers has been positive. Discussions will continue throughout the due diligence process to monitor the site's deliverability as an offsite car parking solution, right up to its acquisition.

1.3 Why should SEBC consider purchasing the building and why now?

- 1.3.1 The acquisition is regarded a strategic land acquisition given its potential location to the Council's Western Way landholdings, the overall educational corridor along Beetons Way and, if nothing else, as a potential rental unit within the Councils commercial asset portfolio.
- 1.3.2 Although the Council is yet to consider the joint strategic business to bring forward the detailed delivery phase (including detailed planning) of Western Way development, its commitment to the site's development spans a number of years including the most recent masterplan adoption in 2016 and the purchase of the NHS/DHL warehouse building in 2017. With limited land availability in the area to facilitate/accommodate off site car parking provision for the Western Way Development, the opportunity to take ownership of this property to gain control seems one not to miss.
- 1.3.3 It is likely that if the Council doesn't look to acquire and take control of the site at this time, then the market will. In fact delays in having our offer accepted and receiving draft Heads of Terms has resulted from their being another purchaser interest in the site. This competition has ultimately been

reflected in the proposed purchase offer reflecting that we are a special purchaser.

- 1.3.4 Sufficient off site car parking provision will not only assist with the displacement of transport movements for the development, it will also contribute to the overall affordability in bringing the site forward and therefore ultimately contributes to the deliverability of the overall vision for the Western Way site.

2. **Financial Case**

- 2.1 A financial appraisal of the property has been carried out, based upon projected returns. An assumption has been made that the current retail unit is demolished and is replaced with 253 surface car parking spaces. The site has the potential to be decked but this hasn't been included in the financial modelling below.
- 2.2 The table below shows the financial implications of purchasing the site, demolishing the current building and constructing the new surface car park.

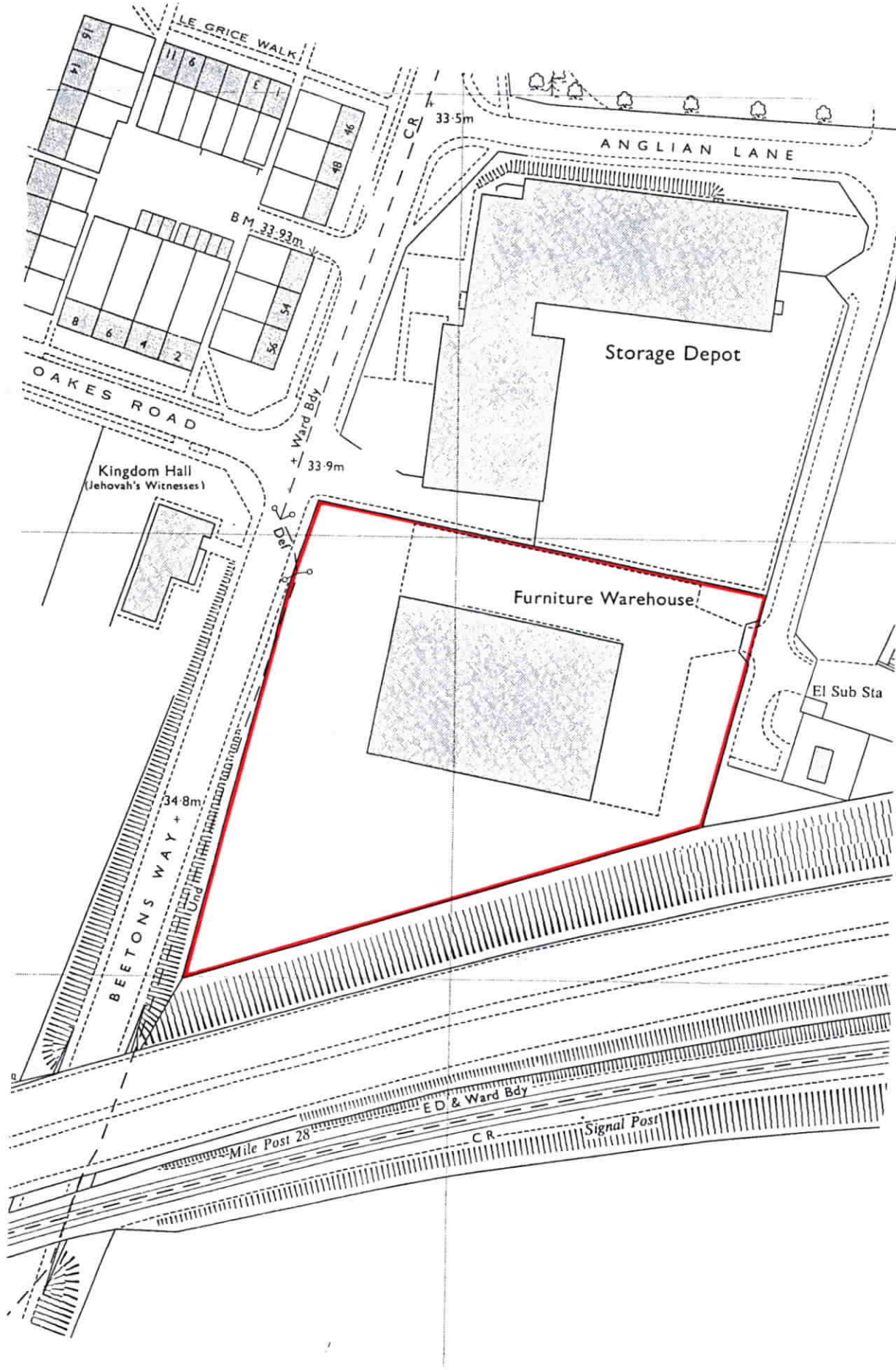
	Warehouse Clearance £
<u>Capital Implications:</u>	
Purchase Cost of Building	1,650,000
Stamp Duty Land Tax	72,000
Purchaser Costs	16,500
Estimated demolition / construction cost of car park	1,100,000
Total Capital Cost	2,838,500
<u>Revenue Implications:</u>	
Car Parking Income	(164,450)
Gross Income per annum	(164,450)
Annual running costs of car park	19,000
Total Expenditure per annum	19,000
Net Annual (Surplus) / Deficit before borrowing	(145,450)
Borrowing costs - MRP	68,750
Borrowing costs - Interest	75,625
Net Annual (Surplus) / Deficit after borrowing	(1,075)

- 2.3 The figures in the table above include the full cost of prudential borrowing, however, actual borrowing would only take place when the Council's treasury management activities identify such a need. For example, this could be when the Council's cash flow management activities anticipate that an external cash injection is required to maintain the appropriate level of cash balances for the council to operate and fulfil its budget and service delivery requirements.

- 2.4 The financial position shows a small annual surplus based on an assumed income per car parking space of £3.25 per day, for 5 days a week and 48 weeks of the year. At £3.00 per day, this would create an annual deficit of £12,000, and at £3.50 per day it would create an annual surplus of £13,500. Ultimately, given that these are notional charges for modelling purposes, the conclusion is that the site is broadly capable of covering its costs in the context of it being primarily a strategic acquisition to reserve the Council's position in terms of the long-term place-shaping of Bury St Edmunds. The assumptions that underpin these numbers are detailed in Appendix B, along with an assessment of the risk of these assumptions.
- 2.5 Providing the same number of car parking spaces on the Western Way site could only be done within a multi storey car park. To provide the same number of spaces within a multi storey car park would cost in the region of £3.5 - £4million and reduce the developable area of the main site in terms of strategic outcomes and income generation.
- 2.6 The demolition of the current building and construction of the surface car park will only take place on the approval of the further £1.1m capital provision set out in the table at 2.2 and the required planning process. In the meantime the £1.74million acquisition is proposed on the basis of a holding asset, funded from unallocated capital receipts with an annual holding cost budget of £70k (funded from the Strategic Priority and MTFS reserve) established for an 18 month period (£105k in total) to allow the full business case for the development of Western Way to come forward.
- 2.7 At this future decision point, Members will need to take into account the cost of borrowing, which will include the initial purchase price. This report is considering the purchase on the basis of holding the asset (funded from unallocated capital receipts), pending a full business case with the options and therefore at this point borrowing costs are not included. Officers will explore options for example the short term use of the property whilst the Council is 'holding the asset' to mitigate the anticipated holding costs set out at 2.2.5 above.
- 2.8 A summary of indicative cash flow projections is set out in Appendix C, for two scenarios. One where the site becomes a surface car park after the initial 18 month period, and one where the site is retained in its current form and becomes part the council's property portfolio.
- 2.9 Based upon a desktop exercise, if the property were to be let out as an investment it could achieve an indicative return of over 7.5% which would create a net income to the Council after borrowing, to be used to deliver front line services. This would not reflect the return that the market would require on the investment, but in reality the property is being acquired by the Council to deliver the wider objective set out above, rather than for pure income-generating investment purposes.

This page is intentionally left blank

H.M. LAND REGISTRY		TITLE NUMBER
		SK 188380
ORDNANCE SURVEY PLAN REFERENCE	TL8465 SW	Scale 1/1250
COUNTY SUFFOLK	DISTRICT ST EDMUNDSBURY	© Crown copyright



This is a copy of the title plan on 11 DEC 2015 at 11:28:31. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.

This copy is not an 'Official Copy' of the title plan. An official copy of the title plan is admissible in evidence in a court to the same extent as the original. A person is entitled to be indemnified by the registrar if he or she suffers loss by reason of a mistake in an official copy. If you want to obtain an official copy, the Land Registry web site explains how to do this.

The Land Registry endeavours to maintain high quality and scale accuracy of title plan images. The quality and accuracy of any print will depend on your printer, your computer and its print settings. This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground.

This title is dealt with by Land Registry, Kingston upon Hull Office.

This page is intentionally left blank

Appendix B – Financial Assumptions

Below table details the assumptions made when assessing the financial position of demolishing the current warehouse and converting the site into a surface car park only.

Financial Assumption	Details of Assumption	Risk Rating	Sensitivity
Demolition / Construction Costs	Cost estimate produced by an experienced QS, who has knowledge of similar schemes. These costs have also been sense checked by a separate independent QS who also arrived at similar figures.	Low – cost certainty on this will not be achieved until the outcome of any tender exercise, however with the confidence of two independent QS arriving at similar estimates it is deemed to be a low risk.	A 5% + / - change in cost would have an approximate impact of £55,000 on the capital costs. This equates to an annual revenue impact of approximately £3,000.
Council Borrowing Costs	Borrowing costs have been calculated on the current PWLB interest rates.	Medium - current expectations in the financial markets is that interest rates will start to increase during the next financial year. The council will continue to monitor developments as part of its treasury management activities.	A 1% + / - change in interest rates would have an approximate impact of £27,500 on the annual revenue position.

Appendix B – Financial Assumptions

Financial Assumption	Details of Assumption	Risk Rating	Sensitivity
Car Parking Income	Income has been calculated using 253 car parking spaces, at a price per space of £3.25 per day (including VAT). This has been applied 5 days a week, for 48 weeks of the year.	Medium – car park tariff levels will be within the gift of the Council to set. There is current demand for more car parking in the area and this will only increase as and when any development on Western Way occurs.	A 25p + / - change in price per space would have an approximate impact of £12,500 on the annual revenue position.
Annual Expenditure	Expenditure levels have been based on levels of expenditure for similar car parks that the Council owns, specifically Olding Road car park.	Low – The council has significant experience in running car parks and the likely cost of doing this, therefore it is deemed to be a low risk.	A 5% + / - change in running costs would have an approximate impact of £1,000 on the annual revenue position.

Appendix C – Cash Flow Projections – Beetons Way Warehouse

Figure 1 – Cash flow projection based on the warehouse being demolished and turned into a 253 space surface car park.

Beetons Way Warehouse - Cashflow Statement									
Year	-1	0	1	2	38	39	40		
Financial Year	31/03/2019	31/03/2020	31/03/2021	31/03/2022	31/03/2058	31/03/2059	31/03/2060		TOTAL
Cash inflows									
- Financing - Existing Capital Receipts	(1,740,000)	1,740,000	-	-	-	-	-	-	-
- Financing - Strategic Priorities & MTFS Reserve	(35,000)	(70,000)	-	-	-	-	-	-	(105,000)
- Financing - Borrowing	-	(2,840,000)	-	-	-	-	-	-	(2,840,000)
- Income from car parking	-	-	(164,500)	(166,145)	(237,715)	(240,092)	(242,493)		(8,041,808)
Total Cash Inflows	(1,775,000)	(1,170,000)	(164,500)	(166,145)	(237,715)	(240,092)	(242,493)		(10,986,808)
Cash outflows									
- Development Costs	-	1,100,000	-	-	-	-	-	-	1,100,000
- Purchase of asset - Beetons Way Warehouse	1,740,000	-	-	-	-	-	-	-	1,740,000
- Borrowing Costs	-	-	144,500	144,500	144,500	144,500	144,500	144,500	5,780,000
- Initial holding costs	35,000	70,000	-	-	-	-	-	-	105,000
- Car Park running costs	-	-	19,000	19,380	39,533	40,324	41,130		1,147,638
Total Cash Outflows	1,775,000	1,170,000	163,500	163,880	184,033	184,824	185,630		9,872,638
Net Cash (Inflow) / Outflow	-	-	(1,000)	(2,265)	(53,682)	(55,269)	(56,863)		(1,114,171)
Assumptions:									
- Capital purchase cost in Q2 2018/19.									
- Capital demolition / construction cost in Q4 2019/20.									
- Revenue benefits start from 01/04/2020.									
- 1% inflation applied to car parking income and 2% inflation to car park running costs.									
- No inflation applied to holding costs.									
- MRP contributions start when car park becomes operational i.e. 01/04/2020 over life of 40 years.									
- Interest Rate Payable at 2.75%									

Figure 2 - Cash flow projection based on the warehouse being retained in its current use and becoming part of the council's property portfolio.

Beetons Way Warehouse - Cashflow Statement								
Year	-1	0	1	2	38	39	40	
Financial Year	31/03/2019	31/03/2020	31/03/2021	31/03/2022	31/03/2058	31/03/2059	31/03/2060	TOTAL
Cash inflows								
- Financing - Existing Capital Receipts	(1,740,000)	1,740,000	-	-	-	-	-	-
- Financing - Strategic Priorities & MTFs Reserve	(35,000)	(70,000)	-	-	-	-	-	(105,000)
- Financing - Borrowing	-	(1,940,000)	-	-	-	-	-	(1,940,000)
- Rental income	-	-	(150,465)	(150,465)	(217,450)	(217,450)	(217,450)	(6,182,875)
Total Cash Inflows	(1,775,000)	(270,000)	(150,465)	(150,465)	(217,450)	(217,450)	(217,450)	(8,227,875)
Cash outflows								
- Refurbishment Costs	-	200,000	-	-	-	-	-	200,000
- Purchase of asset - Beetons Way Warehouse	1,740,000	-	-	-	-	-	-	1,740,000
- Borrowing Costs	-	-	97,125	97,125	97,125	97,125	97,125	3,885,000
- Initial holding costs	35,000	70,000	-	-	-	-	-	105,000
- Building maintenance contribution	-	-	22,000	22,440	45,775	46,691	47,624	1,328,844
Total Cash Outflows	1,775,000	270,000	119,125	119,565	142,900	143,816	144,749	7,258,844
Net Cash (Inflow) / Outflow	-	-	(31,340)	(30,900)	(74,550)	(73,634)	(72,701)	(969,031)
Assumptions:								
- Capital purchase cost in Q2 2018/19.								
- Estimated capital refurbishment cost of £200,000 in Q4 2019/20.								
- Revenue benefits start from 01/04/2020.								
- Rental income at £7.50 per sq ft over 20,062 sq ft.								
- 5 year leases with 12 month void periods - compound interest at 1% per annum applied to new lease terms.								
- Building maintenance contribution of 1.10% of total capital cost.								
- 2% inflation applied to building maintenance contribution.								
- MRP contributions start when building becomes operational i.e. 01/04/2020 over life of 40 years.								
- Interest Rate Payable at 2.75%.								

**Forest Heath District Council
St Edmundsbury Borough Council**
Joint Executive (Cabinet) Committee Decisions Notice
(Published: Wednesday 27 June 2018)

The following decisions were taken by the Joint Executive (Cabinet) Committee on **Monday 25 June 2018** and, if not called in by Councillors, will come into operation on Thursday 5 July 2018. This procedure does not however, apply to decisions that have been recommended to either Forest Heath District Council (FHDC) or St Edmundsbury Borough Council (SEBC) respectively for a final decision (and which are also indicated within the decisions below). An executive committee decision may be called in, in accordance with the Overview and Scrutiny Committee Procedure Rules contained within Part 4 of each Council's Constitutions, by at least five Councillors submitting the required call-in request form to the Assistant Director (HR, Legal and Democratic Services) (e-mail: democratic.services@westsuffolk.gov.uk) **by 5.00 pm on Wednesday 4 July 2018.**

Should you have a query regarding any of the decisions taken, contact should be made with the named officer in the first instance, either on the telephone number listed against their name, or via email using the format firstname.surname@westsuffolk.gov.uk. Alternatively, you may also contact the relevant Portfolio Holder on the telephone number listed against their name, or via email using the format firstname.surname@stedsb.gov.uk or firstname.surname@forest-heath.gov.uk Contact may also be made via Democratic Services, West Suffolk House, Western Way, Bury St Edmunds Suffolk, IP33 3YU

Page 15

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 7 CAB/JT/18/005	None	<p><u>Recommendation of the Overview and Scrutiny Committees: 6 and 7 June 2018: West Suffolk Homelessness Reduction Strategy 2018-2023</u></p> <p>RESOLVED:</p> <p>That the designed version of West Suffolk Homelessness Reduction Strategy 2018-2023, attached as Appendix 1 to Report No: CAB/JT/18/005, be approved.</p>	<p>The Homelessness Reduction Act 2002 requires all councils to review and produce a new homelessness strategy at least every five years. A review of West Suffolk's existing strategy was due in 2018 and following the introduction of the Homelessness Reduction Act 2017, which brought in a number of fundamental changes to legislation and additional duties, these were reflected in the Strategy.</p> <p>The Cabinets acknowledges the importance of the Strategy and how the depth and scope of the review</p>	<p>To continue with the current Homelessness Strategy. However, this means that the strategy would not be consistent with the requirements of the Homelessness Reduction Act 2017 or with changes to the Housing Options and Homelessness service in response to the Act.</p>	<p><u>Portfolio Holder:</u> Cllr Sara Mildmay-White (West Suffolk Lead for Housing) 01359 270580</p> <p><u>Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
			has contributed to a comprehensive understanding of the key issues facing West Suffolk.		
Item No. 8 CAB/JT/18/006	None	<p><u>West Suffolk Annual Report 2017/2018</u></p> <p>RESOLVED:</p> <p>That the West Suffolk Annual Report 2017/2018, as contained in Appendix A to Report No: CAB/JT/18/006, be approved.</p>	<p>The West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial year 2017-2018, with regard to the priorities set out in the West Suffolk Strategic Plan.</p> <p>The Annual Report contains a number of case studies and examples from West Suffolk to illustrate the achievements described. The revisions proposed by FHDC's and SEBC's Overview and Scrutiny Committees at their meetings on 6 and 7 June 2018 respectively have also been considered and incorporated, where appropriate.</p>	<p>It is good practice for councils to report on progress against their priorities through an Annual Report and ensures transparency on how they spend public money. Forest Heath and St Edmundsbury could report separately on their work to achieve their priorities. However, this would not reflect some of the excellent work which has been delivered jointly across the whole of West Suffolk. Also, it would not show the continued joint working between Forest Heath and St Edmundsbury.</p>	<p><u>Portfolio Holders:</u> SEBC Cllr John Griffiths 07958 700434</p> <p>FHDC Cllr James Waters 07771 621038</p> <p><u>Officer:</u> Davina Howes Assistant Director (Families and Communities) 01284 757070</p>
Item No. 9 CAB/JT/18/007	None	<p><u>West Suffolk Growth Investment Strategy: Energy Framework</u></p>	<p>The Cabinets have adopted the Energy Framework as they recognise <i>"there is great scope to invest in energy and infrastructure</i></p>	<ul style="list-style-type: none"> The Cabinets could choose not to adopt either strategy and 	<p><u>Portfolio Holders:</u> SEBC Cllr Alaric Pugh</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
		<p>RESOLVED: That:</p> <p>(1) The West Suffolk Energy Framework, a document supporting the Council's West Suffolk Growth Investment Strategy, as attached at Appendix B to Report No: CAB/JT/18/007, be approved; and</p> <p>(2) Local Energy East, a Tri- Local Enterprise Partnership Energy Strategy, as attached at Appendix C to Report No: CAB/JT/18/007, be endorsed.</p>	<p><i>to not only get an economic and financial return but social benefits too", as set out in the previously adopted overarching West Suffolk Growth Investment Strategy.</i></p> <p>The Framework satisfactorily sets out the policy context (local, regional, national and financial) for investing in energy for West Suffolk, including reflecting national context around environmental drivers, clean growth principles from the Industrial Strategy as well as the latest research and intentions of Local Energy East, a Tri-Local Enterprise Partnership Energy Strategy. This latter strategy was also supported and endorsed by the Cabinets.</p>	<p>assess energy project opportunities solely against the growth Investment Strategy principles. However, it is considered that a separate Framework clearly sets out the proposed vision and objectives regarding the energy-related ambitions the Councils wish to achieve.</p> <ul style="list-style-type: none"> An alternative is that the Councils could decide not to actively support energy projects; however, this would not accord with its previously adopted plans and strategies. 	<p>07930 460899</p> <p>FHDC Cllr Lance Stanbury 07970 947704</p> <p><u>Officer:</u> Jill Korwin Director 01284 757252</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
Item No. 10 CAB/JT/18/008	None	<u>Data Protection Policy</u> RESOLVED: That the Data Protection Policy, as contained in Appendix A to Report No: CAB/JT/18/008, be approved.	The Cabinets acknowledge that the Councils' approach to managing data required review, largely in response to the introduction of the General Data Protection Regulations (GDPR), and is satisfied that the revised Data Protection Policy has been updated appropriately to meet the new requirements.	No other options have been considered or rejected as the Data Protection Policy required appropriate review, particularly in light of the introduction of GDPR.	<u>Portfolio Holders:</u> FHDC Cllr Ruth Bowman 01638 510896 SEBC Cllr Carol Bull 01953 681513 <u>Officer:</u> Leah Mickleborough Data Protection Officer 01284 757162
Item No. 11 CAB/JT/18/009	None	<u>The Apex Forward Plan</u> RESOLVED: That: (1) The Apex Forward Plan, as contained in Appendix A to Report No: CAB/JT/18/009, be approved; and (2) the monitoring arrangements, as set out in Section 2 of Report No: CAB/JT/18/009, be approved.	The Cabinets have adopted The Apex's Forward Plan, acknowledging its steady growth since opening in October 2010, and supporting The Apex's continued growth and development through its ten year strategic vision set out in its Forward Plan.	The Cabinets could have not adopted or amended the Forward Plan however, they are satisfied that the Plan satisfactorily sets out the future vision for The Apex.	<u>Portfolio Holder:</u> SEBC Cllr Jo Rayner 07872 456836 <u>Officer:</u> Mark Walsh Assistant Director (Operations) 01284 757300
Item No. 12 CAB/JT/18/010	Cllrs Carol Bull and John Griffiths declared local	<u>Guildhall and 79 Whiting Street, Bury St Edmunds</u>	The Cabinets are satisfied that the appropriate governance changes regarding the transfer of the managing trustee role for the	It has already been agreed to transfer the management of the properties to a	<u>Portfolio Holder:</u> SEBC Cllr Jo Rayner

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
	non-pecuniary interests as two of SEBC's nominated representatives on the Guildhall Feoffment Trust	<p>RESOLVED:</p> <p>That a Deed of Variation be prepared and signed to enable the transfer of the managing trustee role for the Guildhall and 79 Whiting Street, Bury St Edmunds from St Edmundsbury Borough Council to the Bury St Edmunds Heritage Trust.</p>	Guildhall and 79 Whiting Street from the Borough Council to the Bury St Edmunds Heritage Trust are required to assist with the completion of the Guildhall project.	third party as part of the project, and the options for doing that have been assessed by the Heritage Trust in consultation with its funders and partners, including the Council and Guildhall Feoffment.	07872 456836 <u>Officer:</u> Alex Wilson Director 01284 757695
Item No. 15 EXEMPT CAB/JT/18/013	None	<p><u>EXEMPTION REMOVED:</u> <u>Investing in our Commercial Asset Portfolio (para 3)</u></p> <p>RECOMMENDED TO SEBC COUNCIL (17 July 2018):</p> <p>(1) Delegated authority be given to the Chief Executive and the Section 151 Officer, in consultation with the Leader of St Edmundsbury Borough Council and the Portfolio Holder for Planning and Growth, to exercise the purchase of the land and former Clearance Retail Warehouse, Beetons Way, Bury St Edmunds (including appropriate legal agreements) for up to £1.65 million (subject to valuation,</p>	The acquisition is regarded a strategic land acquisition given its potential location to the Council's Western Way landholdings, the overall educational corridor along Beetons Way and, if nothing else, as a potential rental unit within the Councils commercial asset portfolio.	The Council could choose not to seek to purchase the land and building. This option has been considered and is outlined in section 1.3.2 of Report No: CAB/JT/18/013.	<p><u>Portfolio Holder:</u></p> <p>SEBC Cllr Alaric Pugh 07960 460899</p> <p><u>Officer:</u> Rachael Mann Assistant Director (Resources and Performance) 01638 719245</p>

Agenda Item and Report No.	Declarations of Interest/Dispensations Granted	Decision(s) (including recommendations to Council)	Reason(s) for Decision(s)	Other Options Considered and Reasons for Rejection	Contacts
		<p>contract, due diligence and full surveys).</p> <p>(2) A capital budget of £1.74 million is established, for the purchase and to include stamp duty land tax and due diligence costs including structural surveys, along with a £105,000 revenue 'holding costs' budget, both funded as detailed in section 2.6 of Exempt Report No: CAB/JT/18/013 , for the purchase outlined in (1) above.</p> <p>(3) Agreement is given to Council's Section 151 Officer to make the necessary changes to the Council's 2018/19 prudential indicators as a result of recommendation (2).</p>			

Jennifer Eves
Assistant Director (HR, Legal and Democratic Services)
27 June 2018