

# Cabinet

<b>Title</b>	<b>Agenda</b>																								
<b>Date</b>	<b>Tuesday 23 July 2024</b>																								
<b>Time</b>	<b>6.00 pm</b>																								
<b>Venue</b>	<b>Conference Chamber West Suffolk House</b> Western Way Bury St Edmunds																								
<b>Membership</b>	<table><tr><td><b>Leader</b></td><td>Cliff Waterman</td></tr><tr><td><b>Deputy Leader</b></td><td>Victor Lukaniuk</td></tr><tr><td><b>Councillor</b></td><td><b>Portfolio</b></td></tr><tr><td>Donna Higgins</td><td>Families and Communities</td></tr><tr><td>Diane Hind</td><td>Resources</td></tr><tr><td>Gerald Kelly</td><td>Governance and Regulatory</td></tr><tr><td>Richard O'Driscoll</td><td>Housing</td></tr><tr><td>Ian Shipp</td><td>Leisure</td></tr><tr><td>David Taylor</td><td>Operations</td></tr><tr><td>Jim Thorndyke</td><td>Planning</td></tr><tr><td>Cliff Waterman</td><td>Leader</td></tr><tr><td>Indy Wijenayaka</td><td>Growth</td></tr></table>	<b>Leader</b>	Cliff Waterman	<b>Deputy Leader</b>	Victor Lukaniuk	<b>Councillor</b>	<b>Portfolio</b>	Donna Higgins	Families and Communities	Diane Hind	Resources	Gerald Kelly	Governance and Regulatory	Richard O'Driscoll	Housing	Ian Shipp	Leisure	David Taylor	Operations	Jim Thorndyke	Planning	Cliff Waterman	Leader	Indy Wijenayaka	Growth
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<b>Interests – declaration and restriction on participation</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable interest which they have in any item of business on the agenda, <b>no later than when that item is reached</b> and, when appropriate, to leave the meeting prior to discussion and voting on the item.																								
<b>Quorum</b>	Four Members																								
<b>Committee administrator</b>	<b>Claire Skoyles</b> Democratic Services Officer <b>Telephone</b> 01284 757176 <b>Email</b> <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a>																								

## Public information



<b>Venue</b>	Conference Chamber, West Suffolk House, Western Way, Bury St Edmunds IP33 3YU
<b>Contact information</b>	Telephone: 01284 757176 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Website: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting</b>	The agenda and reports will be available to view at least five clear days before the meeting on our website.
<b>Attendance at meetings</b>	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. We may be required to restrict the number of members of the public able to attend in accordance with the room capacity. If you consider it is necessary for you to attend, please inform Democratic Services in advance of the meeting.</p> <p>As a local authority, we have a corporate and social responsibility for the safety of our staff, our councillors and visiting members of the public. We, therefore, request that you exercise personal responsibility and do not attend the meeting if you feel at all unwell.</p> <p>West Suffolk Council continues to promote good hygiene practices with hand sanitiser and wipes being available in the meeting room. Attendees are also able to wear face coverings, should they wish to</p>
<b>Public participation</b>	<p>Members of the public who live or work in the district are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.</p> <p>The Constitution allows that a person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. <b>We urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.</b></p> <p>There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.</p>
<b>Accessibility</b>	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a

	<p>disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the contact details provided above in order that we may assist you.</p>
<b>Recording of meetings</b>	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>
<b>Personal information</b>	<p>Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: <a href="https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>

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# Agenda

## Procedural matters

1. **Apologies for absence**
2. **Declarations of interest**

Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable interest which they have in any item of business on the agenda, **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

## Part 1 - public

3. **Open forum**

At each Cabinet meeting, up to 15 minutes shall be allocated for questions or statements from and discussion with, non-Cabinet members. Members wishing to speak during this session are encouraged to give notice in advance. Who speaks and for how long will be at the complete discretion of the person presiding.

4. **Public participation**

Members of the public who live or work in the district are invited to put one question or statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. This can be done online by sending the request to [democratic.services@westsuffolk.gov.uk](mailto:democratic.services@westsuffolk.gov.uk) or telephoning 01284 757176 or in person by telling the Committee Administrator present at the meeting. **We would urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.**

There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.

## Key decisions

- |           |  |                  |
|-----------|--|------------------|
| <b>5.</b> | <b>Advanced Manufacturing and Engineering Centre Project</b><br>Report number: <b>CAB/WS/24/034</b><br>Portfolio holder: Councillor Indy Wijenayaka<br>Lead officers: Julie Baird and Andrea Mayley                                  | <b>1 - 14</b>    |
| <b>6.</b> | <b>Market Development Plan 2024</b><br>Report number: <b>CAB/WS/24/035</b><br>Portfolio holder: Councillor Indy Wijenayaka<br>Lead officer: Julie Baird  | <b>15 - 116</b>  |
| <b>7.</b> | <b>Acquisition of property for use as temporary accommodation</b><br>Report number: <b>CAB/WS/24/036</b><br>Portfolio holders: Councillor Diane Hind and Richard O'Driscoll<br>Lead officers: Rachael Mann, Jen Eves and Jill Korwin | <b>117 - 124</b> |

## Non key decisions

- |            |   |                  |
|------------|---|------------------|
| <b>8.</b>  | <b>Draft West Suffolk Annual Report 2023 to 2024</b><br>Report number: <b>CAB/WS/24/037</b><br>Leader of the Council: Councillor Cliff Waterman<br>Lead officer: Ian Gallin   | <b>125 - 150</b> |
| <b>9.</b>  | <b>West Suffolk Environment and Climate Change Update Report: 2024</b><br>Report number: <b>CAB/WS/24/038</b><br>Portfolio holder: Councillor Gerald Kelly<br>Lead officer: Jill Korwin   | <b>151 - 202</b> |
| <b>10.</b> | <b>Gambling Policy Statement update</b><br>Report number: <b>CAB/WS/24/039</b><br>Portfolio holder: Councillor Gerald Kelly<br>Lead officer: Jen Eves   | <b>203 - 268</b> |
| <b>11.</b> | <b>Use of Chief Executive urgency powers: acquisition of property</b><br>Under Part 3, Section 5, Scheme of Delegation to Officers, paragraph 14 of the Council's Constitution, it states:<br><br>`Where, in the opinion of the Chief Executive, by reason of limitation of time or urgency, a decision is required on any matter, after such consultation as they consider necessary (or as is required by the Council's Budget and Policy Framework |                  |

Procedure Rules in Part 4 of the Constitution), they shall have power to make a decision provided that any such decision shall be reported to the next meeting of the Cabinet, appropriate Committee or Council unless there is a need for confidentiality, in which case the reporting of the decision may be deferred until the need for confidentiality expires.'

On 12 June 2024, the Chief Executive exercised his urgency powers and made a decision to enable at public auction, to bid for and acquire, if successful, the freehold interest of a parcel of land and property known as Stourview Medical Centre in Haverhill.

The decision made at the time was exempt due to its commercial sensitivity; however, that exemption has now been lifted.

The decision taken was specifically:

1. To approve for the Service Manager for Property to bid on behalf of the Council at public auction to acquire land and property at Stourview Medical Centre in Haverhill. The auction to take place at 2pm on Wednesday 12 June 2024 at Cheffins Auction House, Cambridge. The bidding to be carried out in person.
2. Approve the purchase of the freehold interest of land and property at Stourview Medical Centre for a maximum of £305,000 (three hundred and five thousand pounds), excluding VAT, fees and Stamp Duty Land Tax, to be funded from the Investing in Growth fund.
3. Establish a capital budget of £318,900 (three hundred and eighteen thousand, nine hundred) to be made available to facilitate the purchase, including fees and Stamp Duty Land Tax, to be funded from the Investing in Growth fund.
4. Establish a capital budget of £50,000 (Fifty Thousand Pounds) to fund the cost of any immediate repairs and maintenance; and (any balance from the max bid price will also be made available if required for necessary works to relet).
5. Establish a revenue budget of £15,000 (Fifteen Thousand Pounds), for the period of 1 year to cover the holding costs of the building, as detailed in the supporting business case.
6. That should the purchase be made, the Council's Section 151 Officer will make the necessary changes to the Council's prudential indicators as a result of (2), (3), (4) and (5) above.

The decision was made in consultation with the Leader of the Council; Portfolio Holder for Resources; Haverhill ward members;

Group Leaders; Scrutiny Chairs; the Monitoring Officer and Section 151 Officer.

For further details, see Officer Decision Record published [here](#)

**Recommendation:**

In accordance with the Constitution, Cabinet is requested to **note** the use of the Chief Executive's urgency powers in respect of making the decision outlined above.

**Part 2 – exempt**

**None**