

West Suffolk Council

Cabinet Decisions Notice

(Published: Thursday 25 July 2024)

The following decisions were taken by the Cabinet on Tuesday 23 July 2024 and, if not called in by councillors, will come into operation on Friday 2 August 2024. This procedure does not however, apply to decisions that have been recommended to Council for a final decision (and which are also indicated within the decisions below). An executive decision may be called in, in accordance with the Overview and Scrutiny Committee Procedure Rules contained within Part 4 of the Council’s Constitution, by at least five councillors submitting the required call-in request form to the Chief Operating Officer (e-mail: democratic.services@westsuffolk.gov.uk) **by 5.00 pm on Thursday 1 August 2024**. Should you have a query regarding any of the decisions taken, contact should be made with the named officer in the first instance, the relevant portfolio holder or via Democratic Services, West Suffolk Council, West Suffolk House, Western Way, Bury St Edmunds Suffolk, IP33 3YU.

Agenda item and report number	Declarations of interest	Decision(s) (including recommendations to Council)	Reason(s) for decision(s)	Other options considered and reasons for rejection	Contacts
Item 5. CAB/WS/24/034	None	<p>Advanced Manufacturing and Engineering Centre Project</p> <p>Resolved: That:</p> <ol style="list-style-type: none"> The current position and deliverability challenges of the Advanced Manufacturing and Engineering (AME) project as set out in section 2 of Report/ number: 	The Cabinet has taken into account the risk of abortive costs and supports the use of Pot B funds (which contains locally retained business rates generated from the adjacent Enterprise Zone – see section 2.3 of Report number CAB/WS/24/034), of up to £450,000 to fund the next project gateway to enable the AME scheme to restart and be taken through the planning process. Suffolk County Council has confirmed	Extensive details of the alternative options considered are set out in section 6. of Report number: CAB/WS/24/034.	<p>Portfolio holder: Indy Wijenayaka</p> <p>Officers: Julie Baird Director – Planning and Growth 01284 757613</p> <p>Andrea Mayley Service Manager</p>

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		<p>CAB/WS/24/034, be noted.</p> <p>2. Taking into account the risks set out in section 5 of Report number: CAB/WS/24/034, it be agreed for the AME project to progress to the next Gateway (Gateway 4), utilising up to £450,000 from accumulated funding generated from Pot B Enterprise Zone receipts.</p>	<p>that it will fund half of these costs to enable the project to recommence. At the same time, both councils are working together to access additional funding from Pot C (see section 2.3 of Report number CAB/WS/24/034) to ensure the project is fully funded prior to any construction contract being entered into. The £450,000 amount (maximum) would be funded from the Pot B already controlled by West Suffolk Council. SCC has its own access to finance for this sum.</p> <p>Further details of the current financial position of the AME scheme proposed to be taken forward at Suffolk Business Park, Bury St Edmunds, are contained in section 4 of Report number: CAB/WS/24/034.</p>		<p>Economic Development and Growth 01284 757343</p>

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Item 6. CAB/WS/24/035	None	<p>Market Development Plan 2024</p> <p>Resolved:</p> <p>That the Market Development Plan, as contained in Appendix A to Report number: CAB/WS/24/035, be adopted, and £290,000 from the Strategic Priorities and MTFS Reserve, and £10,000 from UK Shared Prosperity Fund (UKSPF) be allocated over three years to implement the measures.</p>	<p>The Cabinet supports the overarching Market Development Plan 2024 which builds upon the 2021 Market Review with the production of town-specific development plans for each of our markets.</p> <p>With the aim of improving the way that markets are operated based on lessons learned, the market review and the invaluable input from our residents, traders, and visitors of the market, these frameworks, supported by an overarching plan, outline a variety of measures and initiatives ranging from short to long term timescales with bespoke place-based interventions.</p> <p>Markets currently operate at a cost to West Suffolk Council of around £80,000 to £100,000 per annum and the Cabinet supports an investment into the</p>	<p>West Suffolk could continue to operate markets as they are currently, however the markets will continue the way there are now or move further into decline. The Market Development Plan brings a clear focus and new investment.</p>	<p>Portfolio holder: Indy Wijenayaka</p> <p>Officer: Julie Baird Director – Planning and Growth 01284 757613</p>

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			<p>implementation of the Market Development Plan of £300,000 over three years. This funding will support additional market officers and market admin support; development funding to support initiatives; and marketing resources.</p> <p>It is anticipated that as the markets begin to grow as a result of this new approach, the income from markets will move closer towards closing the gap as we work towards more financial sustainability from markets.</p>		
Item 7. CAB/WS/24/036	None	<p>Acquisition of property for use as temporary accommodation</p> <p>Resolved: That:</p> <ol style="list-style-type: none"> the freehold interest of up to five units of temporary 	The council currently owns 52 units of temporary accommodation, which are a mix of shared and self-contained. The purchase of additional units of temporary accommodation would enable the council to fulfil its legal duties to meet the needs of local families or Afghans	The council could choose not to provide this accommodation . However, this would mean not taking the opportunity to provide an	<p>Portfolio holders: Diane Hind Richard O’Driscoll</p> <p>Officers: Rachael Mann Chief Operating Officer</p>

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		<p>accommodation be purchased, the cost to be funded through:</p> <ul style="list-style-type: none"> a. the Local Authority Housing Fund Three; and b. government grant, discount or relief schemes, any other options for external funding, with the balance from and/or the Investing in Growth Fund as set out in Section 2.6 of Report number: CAB/WS/24/036; <p>2. a capital budget of up to £887,750 (eight hundred and eighty seven thousand seven hundred and fifty pounds) be established for this purpose, to be funded as per the funding streams set out in (1) above, and be made available to</p>	<p>presenting as homeless.</p> <p>Paragraphs 2.6 and 2.7 Report number: CAB/WS/24/035 provides details of the financial implications for acquiring the units. In order to purchase a unit of temporary accommodation, the Council must provide 60 per cent of the funding. This could be achieved through a range of sources such as the Council's Investing in Growth Fund and Government grant, discount or relief schemes, any other options for external funding. The remaining 40 percent can be met from the Government's LHAF3 grant. The figures included the full cost of prudential borrowing, however, actual borrowing would only take place when the Council's treasury management activities identified such a need.</p> <p>The Cabinet is supportive of</p>	<p>additional unit/s of temporary accommodation with Government funding at 40 per cent of the capital cost. This also would not offer the opportunity to reduce the current bed and breakfast costs associated with our homelessness duty as a district council.</p>	<p>01638 719245</p> <p>Jill Korwin Strategic Director 01284 757252</p>

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		<p>facilitate the purchase of up to five units of temporary accommodation including fees, survey and valuation costs;</p> <p>3. it be noted that, in line with recommendations (1) and (2) above, officers will proceed on this matter in accordance with the Council's existing Scheme of Delegation; and</p> <p>4. the Council's Section 151 Officer be authorised to make the necessary changes to the Council's prudential indicators as a result of recommendation (2) above.</p>	<p>the above approach and has approved the recommendations accordingly.</p>		
<p>Item 8. CAB/WS/24/037 and addendum</p>	<p>None</p>	<p>Draft West Suffolk Annual Report 2023 to 2024</p> <p>Resolved:</p>	<p>The draft West Suffolk Annual Report highlights the key activities and developments that have been achieved over the financial</p>	<p>The alternative option is to not produce an annual report. However, it is</p>	<p>Leader of the Council: Cliff Waterman</p> <p>Officer:</p>

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		<p>That, subject to the inclusion of the amendments recommended by the Overview and Scrutiny Committee, as set out in the addendum to Report number: CAB/WS/22/037, the draft West Suffolk Annual Report 2023 to 2024 attached to Report number: CAB/WS/24/037, be approved.</p>	<p>year 2023 to 2024, with regard to the priorities set out in the West Suffolk Council's Strategic Priorities 2024 - 2028. This includes the council's activities to support local communities and businesses, following the adoption of the new priorities.</p> <p>This annual report forms part of a wider suite of documents that report on the performance of the council, including the Annual Statement of Accounts and performance dashboards, all of which are available on our performance webpage. The annual report will be published alongside the Annual Environmental Statement, highlights from which are included as an appendix to the annual report.</p> <p>The Cabinet recognises that it is good practice for local</p>	<p>good practice for councils to report on progress against their priorities in this way and ensures transparency on how they spend public money. The report also reflects the excellent work which has been delivered across West Suffolk during a challenging period.</p>	<p>Ian Gallin Chief Executive 01284 757001</p>

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			<p>authorities to produce an annual report alongside the Statement of Accounts. It is a way of keeping our residents informed about our activities and how they contribute to our wider strategic priorities for the West Suffolk area.</p> <p>On 18 July 2024, the Overview and Scrutiny Committee considered the annual report and made a number of recommendations to amend the document. These, together with the 2023 to 2024 annual report itself, were supported and have been approved by the Cabinet.</p>		
Item 9. CAB/WS/24/038	None	<p>West Suffolk Environment and Climate Change Update Report: 2024</p> <p>Resolved: That: 1. The commitment to</p>	Following West Suffolk Council’s declaration of a climate and environment emergency in 2019, an action plan was agreed which included the council being committed to achieving Net	There is no “do nothing” option. The ESRG members are all aware of national and international	<p>Portfolio holder: Gerald Kelly</p> <p>Officer: Jill Korwin Strategic</p>

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		<p>addressing the Climate and Environment Emergency and, in particular, to reaching net zero by 2030 in respect of Council operations, be confirmed.</p> <p>2. The review, and implementation, of the action plan as set out in sections 2 and 3 of Report number CAB/WS/24/038, together with the draft plan at Appendix A, be approved.</p>	<p>Zero in respect of its own operations by 2030.</p> <p>The action plan has since been reviewed annually and reported to Cabinet in July.</p> <p>In June 2023, the Leader of the Council announced a new working group to review the existing action plan, and in particular to consider additional actions the council could take to support and encourage West Suffolk residents and businesses to address the climate and environmental challenge. Since then, the working group has become the Environment and Sustainability Reference Group (ESRG), which reviews the progress of key tasks and projects of the Environment and Climate Change Action Plan, the council's performance and Annual Environmental Statement.</p>	<p>reports and events, in particular the reports of the Climate Change Committee (theccc.org.uk)</p>	<p>Director 01284 757252</p>

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			<p>Section 2 of Report number: CAB/WS/24/038 provides details against previously agreed actions with section 3 containing potential new actions as a result of the ESG identifying new opportunities or areas for development. The draft plan itself was attached to the report as Appendix A.</p> <p>The Cabinet has confirmed its commitment to addressing the climate and environment emergency and, in particular, to reaching net zero by 2030 in respect of Council operations. It supports the actions identified to help achieve this aim, together with other related goals, as set out in the report and action plan.</p> <p>The report also includes the full Environmental Statement, an annual summary of the council's performance in regard to the</p>		

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			environment and climate change (a summary of this statement is included in the West Suffolk Annual Report 2023 to 2024 (Report number: CAB/WS/23/037)).		
Item 10. CAB/WS/24/039	None	<p>Gambling Policy Statement update</p> <p>Resolved:</p> <p>That, the undertaking of statutory consultation to renew the West Suffolk Gambling Act Statement of Policy and West Suffolk Local Area Profile, as set out in sections 2 and 4 of Report number: CAB/WS/24/039, be approved.</p>	<p>A revised Statement of Gambling Policy for West Suffolk Council has been produced. The policy statement summarises West Suffolk Council’s approach to licensing gambling activities. It sets out how the council exercises its functions in relation to gambling licensing matters under the Gambling Act 2005.</p> <p>A robust Local Area Profile (LAP) is an assessment of the key characteristics of West Suffolk in the context of gambling-related harm. The council has updated the Gambling Policy Statement and Local Area Profile (LAP), as set out in Appendices A</p>	<p>The council is statutorily obliged to publish a Statement of Gambling Policy, and to consult on that policy in a way that the council deems appropriate.</p> <p>However, advice from the relevant regulatory bodies has been sought and confirmed that it is not possible to</p>	<p>Portfolio holder: Gerald Kelly</p> <p>Officer: Andrew Newman Service Manager (Regulatory) 01638 719276</p>

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			<p>and B to Report number: CAB/WS/24/039, revising key statistics and background information as necessary.</p> <p>The council is required to carry out statutory stakeholder consultation on the proposed changes. Given the minor changes, and in line with standard practice, Cabinet has agreed that a small consultation takes place between August and September 2024 with the stakeholders listed in paragraph 4.2 of Report number: CAB/WS/24/039.</p>	<p>extend the Gambling Policy Statement without statutory consultation.</p>	

Rachael Mann
Chief Operating Officer
25 July 2024