

Cabinet

Title	Agenda																										
Date	Tuesday 29 June 2021 **Please note the change in date for this meeting and that it will be held in person. The current coronavirus regulations and guidance for ensuring the health and safety is maintained for all persons present will apply**																										
Time	6.00 pm																										
Venue	Conference Chamber West Suffolk House Western Way Bury St Edmunds																										
Membership	<table><tr><td>Leader</td><td>John Griffiths</td></tr><tr><td>Deputy Leader</td><td>Sara Mildmay-White</td></tr><tr><td>Councillor</td><td>Portfolio</td></tr><tr><td>Sarah Broughton</td><td>Resources and Performance</td></tr><tr><td>Carol Bull</td><td>Governance</td></tr><tr><td>Andy Drummond</td><td>Regulatory</td></tr><tr><td>Robert Everitt</td><td>Families and Communities</td></tr><tr><td>Susan Glossop</td><td>Growth</td></tr><tr><td>John Griffiths</td><td>Leader</td></tr><tr><td>Sara Mildmay-White</td><td>Housing</td></tr><tr><td>Joanna Rayner</td><td>Leisure, Culture and Community Hubs</td></tr><tr><td>David Roach</td><td>Local Plan Development and Delivery</td></tr><tr><td>Peter Stevens</td><td>Operations</td></tr></table>	Leader	John Griffiths	Deputy Leader	Sara Mildmay-White	Councillor	Portfolio	Sarah Broughton	Resources and Performance	Carol Bull	Governance	Andy Drummond	Regulatory	Robert Everitt	Families and Communities	Susan Glossop	Growth	John Griffiths	Leader	Sara Mildmay-White	Housing	Joanna Rayner	Leisure, Culture and Community Hubs	David Roach	Local Plan Development and Delivery	Peter Stevens	Operations
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Interests – declaration and restriction on participation	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																										
Quorum	Four Members																										
Committee administrator	Claire Skoyles Democratic Services Officer Telephone 01284 757176 / 07776 254986 Email claire.skoyles@westsuffolk.gov.uk																										

Public information



Venue	Conference Chamber, West Suffolk House, Western Way, Bury St Edmunds IP33 3YU
Contact information	Telephone: 01284 757176 / 07776 254986 Email: democratic.services@westsuffolk.gov.uk Website: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting	<p>The agenda and reports will be available to view at least five clear days before the meeting on our website.</p> <p>A link to the meeting livestream broadcast, and guidance on how members of the public can access the meeting broadcast will also be made available on the Council's website when the agenda is published.</p>
Attendance at meetings	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. At the time of producing this agenda, measures need to be applied to ensure the health and safety for all persons present is maintained. Ordinarily, West Suffolk Council encourages members of the public to attend its meetings but on this occasion, to comply with guidance, the public should only attend if it is necessary for them to do so. We will also 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 let Democratic Services know in advance of the meeting so they can endeavour to accommodate you and advise you of the necessary health and safety precautions.</p>
Public participation	<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. However, due to the need to comply with current coronavirus regulations and guidance, necessary health and safety precautions taken will apply to members of the public registered to speak. We would therefore strongly 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.</p> <p>There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.</p>

Accessibility	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a 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.
Recording of meetings	<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>
Personal information	<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: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>

Agenda

Procedural matters

1. Apologies for absence

2. Minutes

1 - 20

To confirm the minutes of the meeting held on 9 February 2021 (copy attached).

To receive the notes of the non-decision making virtual meeting held on 25 May 2021 (copy attached).

3. Declarations of interest

Members are reminded of their responsibility to declare any pecuniary or local non pecuniary 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

4. 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 attend or speak during this session are encouraged to give notice in advance, particularly given the need to comply with current coronavirus regulations and guidance. Necessary health and safety precautions taken will apply to all in attendance and we would therefore strongly urge non-Cabinet members who wish to attend or speak to notify Democratic Services **by 9am on the day of the meeting** so that advice can be given on the arrangements in place.

Who speaks and for how long will be at the complete discretion of the person presiding.

5. 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.

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. However, due to the need to comply with current coronavirus regulations and guidance, necessary health and safety precautions taken will apply to members of the public registered to speak. We would therefore strongly 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.

6. Report of the Performance and Audit Scrutiny Committee: 27 May 2021 21 - 28

Report number: **CAB/WS/21/024**
Chair of the Committee: Councillor Ian Houlder
Portfolio holder: Councillor Sarah Broughton
Lead officer: Christine Brain

7. Report of the Overview and Scrutiny Committee: 10 June 2021 29 - 36

Report number: **CAB/WS/21/025**
Chair of the Committee: Councillor Ian Shipp
Lead officer: Christine Brain

Non key decisions

8. Public access to West Suffolk Council offices 37 - 76

Report number: **CAB/WS/21/026**
Portfolio holder: Councillor Robert Everitt
Lead officer: Davina Howes

9. Decisions Plan: 1 June 2021 to 31 May 2021 77 - 96

To consider the most recently published version of the Cabinet's Decisions Plan

Report number: **CAB/WS/21/027**
Portfolio holder: Councillor John Griffiths
Lead officer: Ian Gallin

Part 2 – exempt

None