

Cabinet

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| Title | Agenda | | | | | | | | | | | | | | | | | | | | | | |
| Date | Tuesday 9 November 2021 | | | | | | | | | | | | | | | | | | | | | | |
| Time | 6.00 pm | | | | | | | | | | | | | | | | | | | | | | |
| Venue | Conference Chamber West Suffolk House Western Way Bury St Edmunds **For the health and safety for all persons present and in order to reduce the risk of the spread of coronavirus, appropriate mitigation measures will be applied** | | | | | | | | | | | | | | | | | | | | | | |
| Membership | Leader John Griffiths Deputy Leader Sara Mildmay-White <table><tr><td>Councillor</td><td>Portfolio</td></tr><tr><td>Sarah Broughton</td><td>Resources and Property</td></tr><tr><td>Carol Bull</td><td>Governance</td></tr><tr><td>Andy Drummond</td><td>Regulatory and Environment</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 and Strategic Health</td></tr><tr><td>Joanna Rayner</td><td>Leisure, Culture and Community Hubs</td></tr><tr><td>David Roach</td><td>Planning</td></tr><tr><td>Peter Stevens</td><td>Operations</td></tr></table> | Councillor | Portfolio | Sarah Broughton | Resources and Property | Carol Bull | Governance | Andy Drummond | Regulatory and Environment | Robert Everitt | Families and Communities | Susan Glossop | Growth | John Griffiths | Leader | Sara Mildmay-White | Housing and Strategic Health | Joanna Rayner | Leisure, Culture and Community Hubs | David Roach | Planning | Peter Stevens | Operations |
| Councillor | Portfolio | | | | | | | | | | | | | | | | | | | | | | |
| Sarah Broughton | Resources and Property | | | | | | | | | | | | | | | | | | | | | | |
| Carol Bull | Governance | | | | | | | | | | | | | | | | | | | | | | |
| Andy Drummond | Regulatory and Environment | | | | | | | | | | | | | | | | | | | | | | |
| Robert Everitt | Families and Communities | | | | | | | | | | | | | | | | | | | | | | |
| Susan Glossop | Growth | | | | | | | | | | | | | | | | | | | | | | |
| John Griffiths | Leader | | | | | | | | | | | | | | | | | | | | | | |
| Sara Mildmay-White | Housing and Strategic Health | | | | | | | | | | | | | | | | | | | | | | |
| Joanna Rayner | Leisure, Culture and Community Hubs | | | | | | | | | | | | | | | | | | | | | | |
| David Roach | Planning | | | | | | | | | | | | | | | | | | | | | | |
| Peter Stevens | Operations | | | | | | | | | | | | | | | | | | | | | | |
| 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 | Sharon Turner Democratic Services Officer Telephone 01638 719237 Email sharon.turner@westsuffolk.gov.uk | | | | | | | | | | | | | | | | | | | | | | |

Public information

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| Venue | Conference Chamber, West Suffolk House, Western Way, Bury St Edmunds, IP33 3YU |
| Contact information | Telephone: 01638 719237 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. Measures will be applied to ensure the health and safety for all persons present is maintained. 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 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 | <p>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.</p> |

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| 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 - 8

To confirm the minutes of the meeting held on 21 September 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 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.

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.

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 or telephoning 01638 719237 or in person by telling the

Committee Administrator present at the meeting. However, due to the need to comply with coronavirus regulations and guidance, necessary health and safety precautions taken will apply to members of public registered to speak and, therefore, **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.

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| 6. | Report of the Anglia Revenues and Benefits Partnership Joint Committee: 21 September 2021 | 9 - 16 |
| | Report number: CAB/WS/21/045 Portfolio holder: Councillor Sarah Broughton Lead officer: Rachael Mann | |
| 7. | Report of the Performance and Audit Scrutiny Committee: 30 September 2021 | 17 - 22 |
| | Report number: CAB/WS/21/046 Portfolio holder: Councillor Sarah Broughton Chair of the Committee: Councillor Ian Houlder Lead officer: Christine Brain | |
| Non key decisions | | |
| 8. | Land to the West of Mildenhall: Draft Masterplan | 23 - 96 |
| | Report number: CAB/WS/21/047 Portfolio holder: Councillor David Roach Lead officer: Julie Baird | |
| 9. | West Suffolk Gambling Act 2005: Statement of Policy 2022 to 2025 | 97 - 166 |
| | Report number: CAB/WS/21/048 Portfolio holder: Councillor Andy Drummond Lead officer: Jen Eves | |
| 10. | Animal Welfare Licensing Policy Statement | 167 - 178 |
| | Report number: CAB/WS/21/049 Portfolio holder: Councillor Andy Drummond Lead officer: Jen Eves | |
| 11. | Council Tax Base for Tax Setting Purposes 2022 to 2023 | 179 - 190 |
| | Report number: CAB/WS/21/050 Portfolio holder: Councillor Sarah Broughton Lead officer: Rachael Mann | |

12. Decisions Plan: 1 November 2021 to 31 May 2022 **191 - 208**

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

Report number: **CAB/WS/21/051**
Portfolio holder: Councillor John Griffiths
Lead officer: Ian Gallin

13. Proposed Incubation Units: Suffolk Business Park, Bury St Edmunds **209 - 236**

Report number: **CAB/WS/21/052**
Portfolio holder: Councillor Susan Glossop
Lead officer: Andrea Mayley

14. Exclusion of press and public

To consider whether the press and public should be excluded during the consideration of the following items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Part 2 - exempt

15. Exempt Appendix 2: Proposed Incubation Units: Suffolk Business Park, Bury St Edmunds (paragraph 3) **237 - 246**

Exempt Appendix 2 to Report number: **CAB/WS/21/052**
Portfolio holder: Councillor Susan Glossop
Lead officer: Andrea Mayley

(This exempt Appendix is to be considered in private under paragraph 3 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information))

(No representations have been received from members of the public regarding this item being held in private.)

