


Cabinet

Title	Agenda																										
Date	Tuesday 7 December 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	<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 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>	Leader	John Griffiths	Deputy Leader	Sara Mildmay-White	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
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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	The agenda and reports will be available to view at least five clear days before the meeting on our website.
Attendance at meetings	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 inform Democratic Services in advance of the meeting so they can endeavour to accommodate you and advise you of the necessary health and safety precautions.
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	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>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 - 10

To confirm the minutes of the meeting held on 9 November 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.

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 01284 757176 or in person by telling the Committee Administrator present at the meeting. Due to applying coronavirus health and safety measures, precautions taken will apply to members of the public in attendance and 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 Overview and Scrutiny Committee:
11 November 2021 | 11 - 16 |
| | Report number: CAB/WS/21/053
Chair of the Committee: Councillor Ian Shipp
Lead officer: Christine Brain | |
| 7. | Report of the Performance and Audit Scrutiny Committee:
18 November 2021 | 17 - 24 |
| | Report number: CAB/WS/21/054
Chair of the Committee: Councillor Ian Houlder
Portfolio holder: Councillor Sarah Broughton
Lead officer: Christine Brain | |
| Non key decisions | | |
| 8. | Recommendation of the Performance and Audit Scrutiny
Committee: 18 November 2021 - Arrangements for
Appointment of External Auditors | 25 - 28 |
| | Report number: CAB/WS/21/055
Portfolio holder: Councillor Sarah Broughton
Chair of the Committee: Councillor Ian Houlder
Lead officer: Rachael Mann | |
| 9. | Recommendations of the Performance and Audit Scrutiny
Committee: 18 November 2021 - Delivering a Sustainable
Medium-Term Budget | 29 - 36 |
| | Report number: CAB/WS/21/056
Portfolio holder: Councillor Sarah Broughton
Chair of the Committee: Councillor Ian Houlder
Lead officer: Rachael Mann | |
| 10. | Recommendations of the Performance and Audit Scrutiny
Committee: 18 November 2021 - Treasury Management
Report (September 2021) | 37 - 40 |
| | Report number: CAB/WS/21/057
Portfolio holder: Councillor Sarah Broughton
Chair of the Committee: Councillor Ian Houlder
Lead officer: Rachael Mann | |

	Pages
11. West Suffolk Local Council Tax Reduction Scheme (LCTRS): 2022 to 2023	41 - 64
Report number: CAB/WS/21/058	
Portfolio holder: Councillor Sarah Broughton	
Lead officer: Rachael Mann	
12. Housing Priorities: Progress Update	65 - 80
Report number: CAB/WS/21/059	
Portfolio holders: Councillor Sara Mildmay-White	
Councillor Andy Drummond	
Councillor Susan Glossop	
Councillor David Roach	
Lead officers: Julie Baird	
Jen Eves	
Davina Howes	
13. Decisions Plan: 1 December 2021 to 31 May 2022	81 - 98
To consider the most recently published version of the Cabinet's Decisions Plan	
Report number: CAB/WS/21/060	
Portfolio holder: Councillor John Griffiths	
Lead officer: Ian Gallin	
14. Revenues Collection Performance and Write Offs	99 - 102
Report number: CAB/WS/21/061	
Portfolio holder: Councillor Sarah Broughton	
Lead officer: Rachael Mann	

Key decisions

15. Barley Homes: Business Plan 2021	103 - 114
Report number: CAB/WS/21/062	
Portfolio holder: Councillor Sara Mildmay-White	
Lead officer: Julie Baird	
16. 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

- 17. Exempt Appendix A: Barley Homes: Business Plan 2021 (paragraph 3) 115 - 152**

Exempt Appendix A to Report number: **CAB/WS/21/062**
Portfolio holder: Councillor Sara Mildmay-White
Lead officer: Julie Baird

(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))

- 18. Exempt Appendices: Revenues Collection Performance and Write Offs (paragraphs 1 and 2) 153 - 158**

Exempt Appendices 1, 2 and 3 to Report number:
CAB/WS/21/061
Portfolio holder: Councillor Sarah Broughton
Lead officer: Rachael Mann

(These exempt appendices are to be considered in private under paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, as they contain information relating to an individual and information which is likely to reveal the identity of an individual)

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