

# Council



<b>Title</b>	<b>Agenda</b>
<b>Date</b>	<b>Tuesday 22 June 2021</b> <b>**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**</b>
<b>Time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>**Please note the venue**</b> <b>Exhibition Hall 3</b> <b>Floor 1</b> <b>Rowley Mile Conference Centre</b> <b>Millennium Grandstand</b> <b>Newmarket Racecourse (Rowley Mile)</b> <b>Newmarket</b> <b>CB8 0TF</b>
<b>Membership</b>	<b>All Councillors</b> You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.  <b>Ian Gallin</b> <b>Chief Executive</b> <b>14 June 2021</b>
<b>Interests – declaration and restriction on participation</b>	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.
<b>Quorum</b>	One quarter of the Council (16 members)

**Committee  
administrator**

**Claire Skoyles**

Democratic Services Officer

**Telephone** 01284 757176 / 07776 254986

**Email** [claire.skoyles@westsuffolk.gov.uk](mailto:claire.skoyles@westsuffolk.gov.uk)

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<b>Venue</b>	<b>Exhibition Hall 3 Floor 1 Rowley Mile Conference Centre Millennium Grandstand Newmarket Racecourse (Rowley Mile) Newmarket CB8 0TF</b>
<b>Contact information</b>	Telephone: 01284 757176 / 07776 254986 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>	<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>
<b>Attendance at meetings</b>	<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> <p>Directions to the venue, including a map and location plan of the conferencing facilities, are shown via the separate link on the agenda pages for this meeting.</p> <p>For further information about the venue, please visit <a href="#">Newmarket Racecourse Venue Hire, Suffolk   Jockey Club Venues</a></p> <p>The Council will endeavour to livestream this meeting and where this is possible, will provide links to the livestream on its website.</p>

<p><b>Public participation</b></p>	<p>Members of the public who live or work in the district may put questions about the work of the Council or make statements on items on the agenda to members of the Cabinet or any Committee. 30 minutes will be set aside for this. 30 minutes will also be set aside for questions at extraordinary meetings of the Council, but must be limited to the business to be transacted at that meeting.</p> <p>The Constitution allows that a person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start. This can be done online by sending the request to <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> or telephoning 01284 757176 or in person by telling the Committee Administrator present at the meeting. 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. <b>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.</b></p>
<p><b>Accessibility</b></p>	<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>
<p><b>Recording of meetings</b></p>	<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>
<p><b>Personal information</b></p>	<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

	<b>Pages</b>
<b>1. Minutes</b>	<b>1 - 28</b>
To confirm the minutes of the meetings held on 23 February 2021 and 19 May 2021 (copies attached).	
To receive the notes of the non-decision making virtual meeting held on 18 May 2021 (copy attached).	
<b>2. Chair's announcements</b>	<b>29 - 30</b>
To receive announcements (if any) from the Chair.	
A list of civic events/engagements attended by the Chair and Vice-Chair since their election at the Annual Meeting of Council held on 19 May 2021 are <b>attached</b> .	
<b>3. Apologies for absence</b>	
To receive announcements (if any) from the officer advising the Chair (including apologies for absence).	
<b>4. Declarations of interests</b>	
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 <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.	

## Part 1 – public

### 5. Leader's statement

Paper number: **COU/WS/21/006 TO FOLLOW**

**Council Procedure Rules 8.1 to 8.3.** The Leader will submit a report (the Leader's Statement) summarising important developments and activities since the preceding meeting of the council.

Members may ask the Leader questions on the content of both his introductory remarks and the written statement itself.

A total of 30 minutes will be allowed for questions and responses. There will be a limit of five minutes for each question to be asked and answered. A supplementary question arising from the reply may be asked so long as the five minute limit is not exceeded.

## 6. Public participation

**Council Procedure Rules Section 6.** Members of the public who live or work in the district may put questions about the work of the council or make statements on items on the agenda to members of the Cabinet or any committee. The Constitution allows that a person who wishes to speak must register at least fifteen 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.

(Note: The maximum time to be set aside for this item is 30 minutes, but if all questions/statements are dealt with sooner, or if there are no questions/statements, the Council will proceed to the next business.)

Each person may ask **one** question or make **one** statement only. A total of **five minutes will be allowed for the question to be put and answered or the statement made.** If a question is raised, one supplementary question will be allowed provided that it **arises directly from the reply and the overall time limit of five minutes is not exceeded.**

If a statement is made, then the Chair may allow the Leader of the Council, or other member to whom they refer the matter, a right of reply.

As an alternative to addressing the meeting in person, **written questions** may be submitted by members of the public to the Monitoring Officer **no later than 10am on Monday 21 June 2021.** The written notification should **detail the full question** to be asked at the meeting of the Council.

## 7. Referrals report of recommendations from Cabinet

There were no referrals emanating from the portfolio holder decisions taken on 16 March 2021 or 25 May 2021.

Note: The virtual Cabinet meeting originally arranged for 16 March 2021 needed to be cancelled due to technical difficulties preventing the meeting being able to be accessed by the public via a livestream. 'Minded to' decisions were taken at the non-decision making virtual Cabinet meeting held on 25 May 2021. On both of the aforementioned occasions, portfolio holder decisions were taken on the items listed on the agendas for each meeting.

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|------------|---|------------------|
| <b>8.</b>  | <b>Western Way Development, Bury St Edmunds: final business case update and review</b>  | <b>31 - 112</b>  |
|            | Report number: <b>COU/WS/21/007</b>   |                  |
| <b>9.</b>  | <b>West Suffolk Annual Scrutiny Report: 2020 to 2021</b>  | <b>113 - 120</b> |
|            | <b>Paragraph 7.5.1 of Article 7</b> of the Council's Constitution requires that:  |                  |
|            | <p>'The Overview and Scrutiny Committee and the Performance and Audit Scrutiny Committee must report annually to the Council on their workings and make recommendations for future work programmes and amended working methods if appropriate'.</p>   |                  |
|            | Report number: <b>COU/WS/21/008</b>   |                  |
| <b>10.</b> | <b>Great Barton Neighbourhood Plan referendum and decision to 'make' (adopt) as a West Suffolk Development Plan Document</b>  | <b>121 - 128</b> |
|            | Report number: <b>COU/WS/21/009</b>   |                  |
| <b>11.</b> | <b>Constitution amendments</b>  | <b>129 - 136</b> |
|            | Report number: <b>COU/WS/21/010</b>   |                  |
| <b>12.</b> | <b>Pay Policy Statement 2021 to 2022</b>  | <b>137 - 150</b> |
|            | Report number: <b>COU/WS/21/011</b>   |                  |
| <b>13.</b> | <b>Any other urgent business</b>  |                  |
|            | <p>To consider any business, which by reason of special circumstances, should in the opinion of the Chair be considered at the meeting as a matter of urgency.</p>  |                  |
| <b>14.</b> | <b>Exclusion of press and public</b>  |                  |
|            | <p>To consider whether the press and public should be excluded during the consideration of the following item 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 item, 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.</p> |                  |

## **Part 2 – exempt**

**15. Exempt appendix: Western Way Development, Bury St Edmunds: final business case update and review (paragraph 3)**

Exempt appendix 4 to Report number: **COU/WS/21/007**

(Note that this exempt appendix is provided for background purposes only, and can be found electronically [here](#) Paper copies have not been provided to members.)