

# Cabinet

<b>Title</b>	<b>Agenda</b>																								
<b>Date</b>	<b>Tuesday 14 November 2023</b>																								
<b>Time</b>	<b>6.00 pm</b>																								
<b>Venue</b>	<b>Conference Room Mildenhall Hub</b> Sheldrick Way Mildenhall																								
<b>Membership</b>	<table><tr><td><b>Leader</b></td><td>Cliff Waterman</td></tr><tr><td><b>Deputy Leader</b></td><td>Victor Lukaniuk</td></tr><tr><td><b>Councillor</b></td><td><b>Portfolio</b></td></tr><tr><td>Donna Higgins</td><td>Families and Communities</td></tr><tr><td>Diane Hind</td><td>Resources</td></tr><tr><td>Gerald Kelly</td><td>Governance and Regulatory</td></tr><tr><td>Richard O'Driscoll</td><td>Housing</td></tr><tr><td>Ian Shipp</td><td>Leisure</td></tr><tr><td>David Taylor</td><td>Operations</td></tr><tr><td>Jim Thorndyke</td><td>Planning</td></tr><tr><td>Cliff Waterman</td><td>Leader</td></tr><tr><td>Indy Wijenayaka</td><td>Growth</td></tr></table>	<b>Leader</b>	Cliff Waterman	<b>Deputy Leader</b>	Victor Lukaniuk	<b>Councillor</b>	<b>Portfolio</b>	Donna Higgins	Families and Communities	Diane Hind	Resources	Gerald Kelly	Governance and Regulatory	Richard O'Driscoll	Housing	Ian Shipp	Leisure	David Taylor	Operations	Jim Thorndyke	Planning	Cliff Waterman	Leader	Indy Wijenayaka	Growth
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<b>Interests – declaration and restriction on participation</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable 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.																								
<b>Quorum</b>	Four Members																								
<b>Committee administrator</b>	<b>Sharon Turner</b> Democratic Services Officer <b>Telephone</b> 01638 719237 <b>Email</b> <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a>																								

## Public information

<b>Venue</b>	Conference Room, Mildenhall Hub, Sheldrick Way, Mildenhall, IP28 7JX
<b>Contact information</b>	Telephone: 01638 719237 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>	The agenda and reports will be available to view at least five clear days before the meeting on our website.
<b>Attendance at meetings</b>	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. 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.</p> <p>As a local authority, we have a corporate and social responsibility for the safety of our staff, our councillors and visiting members of the public. We, therefore, request that you exercise personal responsibility and do not attend the meeting if you feel at all unwell.</p> <p>West Suffolk Council continues to promote good hygiene practices with hand sanitiser and wipes being available in the meeting room. Attendees are also able to wear face coverings, should they wish to</p>
<b>Public participation</b>	<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. <b>We 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>There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.</p>
<b>Accessibility</b>	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.
<b>Recording of meetings</b>	<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>
<b>Personal information</b>	<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

**1. Apologies for absence**

**2. Minutes**

**1 - 12**

To confirm the minutes of the meeting held on 19 September 2023 (copy attached).

**3. Declarations of interest**

Members are reminded of their responsibility to declare any disclosable pecuniary interest, other registerable or non-registerable 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](mailto:democratic.services@westsuffolk.gov.uk) or telephoning 01638 719237 or in person by telling the Committee Administrator present at the meeting. **We 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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|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>6.</b> | <b>Report of the Anglia Revenues and Benefits Partnership Joint Committee: 12 September 2023</b>                                                                     | <b>13 - 22</b> |
|           | Report number: <b>CAB/WS/23/047</b><br>Portfolio holder: Councillor Diane Hind<br>Lead officer: Rachael Mann                                                         |                |
| <b>7.</b> | <b>Report of the Overview and Scrutiny Committee: 21 September 2023</b>                                                                                              | <b>23 - 30</b> |
|           | Report number: <b>CAB/WS/23/048</b><br>Chair of the Committee: Councillor Sarah Broughton<br>Lead officer: Christine Brain                                           |                |
| <b>8.</b> | <b>Report of the Performance and Audit Scrutiny Committee: 28 September 2023</b>                                                                                     | <b>31 - 38</b> |
|           | Report number: <b>CAB/WS/23/049</b><br>Portfolio holder: Councillor Diane Hind<br>Chair of the Committee: Councillor Peter Armitage<br>Lead officer: Christine Brain |                |

### **Non key decisions**

- |            |                                                                                                                                                                                                            |                |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>9.</b>  | <b>National Heritage Lottery Bid - Abbey of St Edmunds</b>                                                                                                                                                 | <b>39 - 44</b> |
|            | Report number: <b>CAB/WS/23/050</b><br>Portfolio holder: Councillor Ian Shipp<br>Lead officer: Mark Walsh                                                                                                  |                |
| <b>10.</b> | <b>Decisions Plan: 1 November 2023 to 31 May 2024</b>                                                                                                                                                      | <b>45 - 60</b> |
|            | To consider the most recently published version of the Cabinet's Decisions Plan<br><br>Report number: <b>CAB/WS/23/051</b><br>Leader of the Council: Councillor Cliff Waterman<br>Lead officer: Ian Gallin |                |

### **Part 2 – exempt - NONE**

