

Overview and Scrutiny Committee

Title	Agenda											
Date	Thursday 20 July 2023											
Time	5.00 pm											
Venue	Conference Chamber West Suffolk House Western Way Bury St Edmunds, Suffolk, IP33 3YU											
Full Members	<p style="text-align: center;">Chair Sarah Broughton</p> <p style="text-align: center;">Vice Chair Marion Rushbrook</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Conservative Group (7)</td> <td style="width: 30%;">Sarah Broughton Susan Glossop Beccy Hopfensperger Birgitte Mager</td> <td style="width: 30%;">Marion Rushbrook Andrew Smith Andrew Speed</td> </tr> <tr> <td>Independents (4)</td> <td>Tony Brown Dawn Dicker</td> <td>Aaron Luccarini Don Waldron</td> </tr> <tr> <td>Progressive Alliance Grouping (5)</td> <td>Luke Halpin Rowena Lindberg Andrew Martin</td> <td>Julia Wakelam Kevin Yarrow</td> </tr> </table>			Conservative Group (7)	Sarah Broughton Susan Glossop Beccy Hopfensperger Birgitte Mager	Marion Rushbrook Andrew Smith Andrew Speed	Independents (4)	Tony Brown Dawn Dicker	Aaron Luccarini Don Waldron	Progressive Alliance Grouping (5)	Luke Halpin Rowena Lindberg Andrew Martin	Julia Wakelam Kevin Yarrow
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Substitutes	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Conservative Group (4)</td> <td style="width: 30%;">Ian Houlder Margaret Marks</td> <td style="width: 30%;">Sara Mildmay-White Joanna Rayner</td> </tr> <tr> <td>Independents (2)</td> <td>Michael Anderson</td> <td>Tracy Whitehand</td> </tr> <tr> <td>Progressive Alliance Grouping (2)</td> <td>Sue Perry</td> <td>Liz Smith</td> </tr> </table>			Conservative Group (4)	Ian Houlder Margaret Marks	Sara Mildmay-White Joanna Rayner	Independents (2)	Michael Anderson	Tracy Whitehand	Progressive Alliance Grouping (2)	Sue Perry	Liz Smith
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Interests – declaration and restriction on participation	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.											
Quorum	Six Members											
Committee administrator	Christine Brain Democratic Services Officer (Scrutiny) Telephone 01638 719729 Email democratic.services@westsuffolk.gov.uk											

Public information

Venue	Conference Chamber West Suffolk House Western Way Bury St Edmunds, Suffolk, IP33 3YU
Contact information	Telephone: 01638 719729 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	<p>This meeting is being held in person in order to comply with the Local Government Act 1972.</p> <p>Measures have been applied to ensure the health and safety for all persons present at meetings.</p> <p>We may also be required to restrict the number of members of the public able to attend in accordance with the room capacity.</p> <p>If you consider it 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 that apply to the meeting. For further information about the venue, please visit http://www.westsuffolk.gov.uk/contact-us-cfm</p>
Public participation	<p>Members of the public who live or work in the district are welcome to speak and may ask one question or make a statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only.</p> <p>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.</p> <p>In accordance with government guidance, the Council has developed general protocols on operating building safely in order to reduce the risk of the spread of coronavirus.</p> <p>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>

	There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.
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. Substitutes

Any member who is substituting for another member should so indicate, together with the name of the relevant absent member.

2. Apologies for absence

3. Minutes

To confirm the minutes of the meeting held on 15 June 2023 (copy attached).

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4. Declarations of interest

Members are reminded of their responsibility to declare any disclosable pecuniary interest or other registerable interest which they have in any item of business on the agenda, **no later than when that item is reached** and to leave the meeting prior to discussion and voting on the item.

5. Announcements from the Chair regarding responses from the Cabinet to reports of the Overview and Scrutiny Committee

Part 1 – public

6. Public participation

Members of the public who live or work in the district are welcome to speak and may ask one question or make a 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.

In accordance with government guidance, the Council has developed general protocols on operating buildings safety in order to reduce the risk of the spread of coronavirus and 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 limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.

- 7. Cabinet Decisions Plan: 1 July 2023 to 31 May 2024** **5 - 22**
Report number: **OAS/WS/23/010**
- 8. Work programme update and Suggestions for Scrutiny** **23 - 48**
Report number: **OAS/WS/23/011**

Part 2 – exempt

None