

Cabinet

Title	Agenda																								
Date	Tuesday 9 July 2024																								
Time	6.00 pm																								
Venue	Conference Room Mildenhall Hub Sheldrick Way Mildenhall IP28 7JX																								
Membership	<table><tr><td>Leader</td><td>Cliff Waterman</td></tr><tr><td>Deputy Leader</td><td>Victor Lukaniuk</td></tr><tr><td>Councillor</td><td>Portfolio</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>	Leader	Cliff Waterman	Deputy Leader	Victor Lukaniuk	Councillor	Portfolio	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
Leader	Cliff Waterman																								
Deputy Leader	Victor Lukaniuk																								
Councillor	Portfolio																								
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																								
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	Four Members																								
Committee administrator	Claire Skoyles Democratic Services Officer Telephone 01284 757176 Email democratic.services@westsuffolk.gov.uk																								

Public information

Venue	Conference Room, Mildenhall Hub, Sheldrick Way, Mildenhall, IP28 7JX
Contact information	Telephone: 01284 757176 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. 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>
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. 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.</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

	<p>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>
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 - 4

To confirm the minutes of the meeting held on 21 May 2024 (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 or telephoning 01284 757176 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.

Non-key decisions

- 6. Cabinet referrals to Council** **5 - 8**
- It has been proposed by the Leader of the Council, that Cabinet be recommended to agree the referral of the following four items, without debate, to Council on 16 July 2024, as set out in Report number: **CAB/WS/24/028**:
- a. Advanced Manufacturing and Engineering (AME) Centre Project**
- Portfolio holder: Councillor Indy Wijenayaka
Lead officer: Julie Baird
- b. Housing Related Support (HRS)**
- Portfolio holder: Councillor Richard O’Driscoll
Lead officers: Jill Korwin and Jen Eves
- c. Bury St Edmunds Leisure Centre**
- Portfolio holder: Councillor Diane Hind
Lead officers: Jill Korwin and Mark Walsh
- d. Options Appraisal: Olding Road, Bury St Edmunds**
- Portfolio holder: Councillor Diane Hind
Lead officer: Rachael Mann
- 7. Report of the Performance and Audit Scrutiny Committee: 30 May 2024** **9 - 18**
- Report number: **CAB/WS/24/029**
Chair of the Committee: Councillor Peter Armitage
Portfolio holder: Councillor Diane Hind
Lead officer: Christine Brain
- 8. Recommendation of the Performance and Audit Scrutiny Committee: 30 May 2024 - Local Code of Corporate Governance** **19 - 22**
- Report number: **CAB/WS/24/030**
Portfolio holder: Councillor Diane Hind
Chair of the Committee: Councillor Peter Armitage
Lead officer: Rachael Mann

9. Decisions Plan: 1 July 2024 (updated) to 31 May 2025 **23 - 46**

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

Report number: **CAB/WS/24/031**

Leader of the Council: Councillor Cliff Waterman

Lead officer: Ian Gallin

Key decisions

10. Decarbonisation Initiatives Fund **47 - 54**

Report number: **CAB/WS/24/032**

Portfolio holder: Councillor Gerald Kelly

Lead officer: Alex Wilson

11. Revenues collection performance and write offs **55 - 58**

Report number: **CAB/WS/24/033**

Portfolio holder: Councillor Diane Hind

Lead officer: Rachael Mann

12. 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

13. Exempt appendices: Revenues collection performance and write-offs (paragraphs 1 and 2) **59 - 66**

Exempt appendices 1, 2 and 3 to Report number:

CAB/WS/24/033

Portfolio holder: Councillor Diane Hind

Lead officer: Rachael Mann

(These 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 exempt items being held in private.)