

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

Ref	Decision	Background	Wards Affected	Decision Taker	Portfolio	Lead Officer	Consultation to be Undertaken	Documents to be Submitted	Expected Date of Decision
Dec09/01	Emergency Panel: 20/10/2009	The Cabinet will need to consider any recommendations on an ongoing basis referred by the Emergency Panel.	All	Cabinet	Sara Mildmay - White Bury St Edmunds and Community Safety	David Bird 01284 757035	As outlined in reports to the Working Party or Cabinet	Recommendations from Emergency Panel	No earlier than 02/12/09
Dec09/02	Sustainable Development Panel: 23/11/2009	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All	Cabinet	Terry Clements /Peter Stevens Transport and Planning/ Environment and Street Scene	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 02/12/09
Dec09/03	Capital Programme Review	The annual review of the Capital Programme requested by Cabinet will be undertaken in support of the budget setting process.	All	Cabinet	Paul Farmer Resources and Efficiency	Liz Watts 01284 757252	Portfolio Holder and the Policy Development Committee	Report of the Policy Development Committee	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/04	Tree and Woodland Plan	The Cabinet will be asked to consider the recommendations of the Tree and Woodland Plan from the Policy Development Committee, together with appropriate policies.	All	Cabinet	Lynsey Alexander	Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Planning, Highways, Economic Development, Environmental Health, The Department of Environment, Food and Rural Affairs, The Forestry Commission, Natural England, The Environment Agency, Suffolk Wildlife Trust, Woodland Ways and The Tree Council.	Report of the Policy Development Committee to Cabinet	No earlier than 02/12/09
Dec09/05	Asset Management Plan (AMP) : Planned Maintenance Programme.	The Cabinet approved the recommendations of the Cost Reduction Plan for planned maintenance in 2005 (Report W244 refers), to address backlog maintenance. The Plan needs reviewing, in the context of selling some major assets.	All	Cabinet	Nigel Aitkens	Economy and Asset Management	Betty Albon 01284 757307	Portfolio Holder and Corporate Management Team	Report of the Policy Development Committee to Cabinet	No earlier than 02/12/09

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Dec09/06	Haverhill Area Working Party/Haverhill Masterplan: 22/10/2009	The Cabinet will need to consider proposals from its Working Party or in relation to the Haverhill Masterplan on an ongoing basis.	Haverhill and area	Cabinet	Anne Gower	Haverhill and Housing	Geoff Rivers 01284 757009	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 02/12/09
Dec09/07	Partnership Strategy	Amongst other things, a Partnership Strategy identifies when the Council should enter into a partnership, the values and structures of such partnerships, and other key issues such as risk management and data sharing. Cabinet will receive an updated version of that considered on 24 June 2009 (Report A57 refers) as piloting of the Strategy will have been carried out.	All	Cabinet	David Ray	Performance and Organisational Development	Davina Howes 01284 757070	Policy Development Committee, Forest Heath District Council, Portfolio Holder, Health and Community Development Manager and other key partners.	Report of the Policy Development Committee to Cabinet	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/08	Community Engagement Strategy	It is considered good practice for the Council to have in place a Community Engagement Strategy which sets out the Council's approach to consultation, engagement and involvement.	All	Cabinet	David Ray	Performance and Organisational Development	Davina Howes 01284 757070	Policy Development Committee, Community Development Unit, partner organisations, various other services from across the Council.	Report of the Policy Development to Cabinet	No earlier than 02/12/09
Dec09/09	Adoption of a Statement of Licensing Principles in respect of the Gambling Act 2005.	The first Statement of Licensing Principles in respect of the Gambling Act 2005 was adopted by full Council on 12 December 2006 and was published via the Council's website on 3 January 2007. The document is to be kept under review therefore, a new Statement of Licensing Principles will need to have been adopted and published by 3 January 2010. The Cabinet will consider the recommendations of the Licensing and Regulatory Committee.	All	Cabinet/Council	Sara Mildmay-White	Bury St Edmunds and Community Safety	Hilary Workman 01284 757113	The Chief Officer of Police for the Licensing Authority's area, persons who represent the interests of those carrying out gambling businesses, persons who represent the interests of those likely to be affected by the exercise of the Council's functions under the Act, Licensing and Regulatory Committee, Portfolio Holder.	Report to Cabinet	No earlier than 02/12/09

St Edmundsbury Borough Council
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Dec09/10	Parish Council Revenue Support Grants	The most recently amended scheme has now been in place for almost two years and the Policy Development Committee will look again at the scheme to ensure it remains easy to understand and fair.	All parished wards	Cabinet	Paul Farmer Resources and Efficiency	Liz Watts 01284 757252	Parish Councils and Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 02/12/09
Dec09/11	Havebury Housing Partnership	The Havebury Housing Partnership (Havebury) has requested the opportunity to discuss with Members the increasing need for Havebury and the Council to work together, and the ambitions of the partnership in relation to performance, community service and its community development role. This may or may not lead to recommendations to the Cabinet.	All	Cabinet	Anne Gower Haverhill and Housing	Carole Herries 01284 757603	Portfolio Holder, Overview and Scrutiny Committee	Report of the Overview and Scrutiny Committee to Cabinet	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/12	Local Government Review	The Boundary Committee is currently reviewing local government structures in Suffolk. The Cabinet will be updated on the review and may also be asked to approve any actions (or recommendations to full Council) associated with the review, including the Judicial Review process, and the Borough Council's response to both the Boundary Committee and the Secretary of State.	All	Cabinet	John Griffiths Leader of the Council	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 02/12/09
Dec09/13	West Suffolk Waste and Street Scene Services Joint Committee: 23/10/2009	The Cabinet will need to consider any recommendations on an ongoing basis referred by the West Suffolk Waste and Street Scene Services Joint Committee.	All	Cabinet	Peter Stevens Environment and Street Scene	Mark Walsh 01284 757300	Portfolio Holder, in partnership with Forest Heath District Council and Corporate Management Team	Report to Cabinet	No earlier than 02/12/09

St Edmundsbury Borough Council

Forward plan of likely key decisions December 2009 to March 2010

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Dec09/14	Bury St Edmunds Area Working Party: 16/11/2009	The Cabinet will need to consider recommendations emanating from its Bury St Edmunds Area Working Party on an ongoing basis.	All	Cabinet	Sara Mildmay-White	Bury St Edmunds and Community Safety	Sandra Pell 01284 757302	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 02/12/09
Dec09/15	West Suffolk House Joint Committee: 20/11/2009	The Cabinet will be asked to consider recommendations from the West Suffolk House Joint Committee, if involving key decisions.	All	Cabinet	Nigel Aitkens/ David Ray	Economy and Asset Management/ Performance and Organisational Development	Ivan Sams 01284 757304	Portfolio Holders, West Suffolk House Building User Group	Report to Cabinet	No earlier than 02/12/09
Dec09/16	Public Venue (The Apex) Working Party: 26/11/2009	The Cabinet will need to consider any recommendations of this Working Party on an on-going basis.	All	Cabinet	Lynsey Alexander	Culture and Sport	Neil Anthony 01284 757064	As outlined in reports to the Working Party or Cabinet.	Report to Cabinet	No earlier than 02/12/09
Dec09/17	Sports Development Plan and Olympic Strategy	This review stems from the review deferred from the Overview and Scrutiny Committee in 2008 in respect of ascertaining levels of sporting activity. This will now be included in this expanded new strategy.	All	Cabinet/ Council	Lynsey Alexander	Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Policy Development Committee and consultation with stakeholders and the community.	Report of the Policy Development Committee	No earlier than 02/12/09

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Forward plan of likely key decisions December 2009 to March 2010

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Dec09/18	Environmental Enforcement	A review of the Policy Development Committee completed in November 2007 resulted in a number of recommendations, on which the Overview and Scrutiny Committee will carry out a post implementation review. The Cabinet may need to consider recommendations arising from the review.	All	Cabinet	Sara Mildmay -White/ Peter Stevens	Bury St Edmunds and Community Safety/ Environment and Street Scene	Mark Walsh/ Richard White-head 01284 757300/ 01284 757037	Portfolio Holder, Overview and Scrutiny Committee.	Report of the Overview and Scrutiny Committee.	No earlier than 02/12/09
Dec09/19	Rural Area Working Party: 12/11/2009	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All Rural Wards	Cabinet	John Griffiths	Rural Affairs and External Relationships	Alex Wilson 01284 757695	As outlined in reports to the Working Party or Cabinet.	Report to Cabinet	No earlier than 02/12/09
Dec09/20	Citizens' Advice Bureaux (CABx)	The Overview and Scrutiny Committee will receive a presentation from the Bury St Edmunds and Haverhill CABx which may lead to recommendations for consideration by the Cabinet.	All	Cabinet	Sara Mildmay -White	Bury St Edmunds and Community Safety	Cathy Manning 01284 757002	Overview and Scrutiny Committee, Portfolio Holder	Report of the Overview and Scrutiny Committee to Cabinet.	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/21	The introduction of a star rating scheme for Food Safety Standards assessed during inspection of food premises in St Edmundsbury	The purpose of the scheme is to inform customers of food safety information in a readily understandable way and to raise Food Safety Standards of food businesses within St Edmundsbury. Such schemes are commonly known as 'Scores on the Doors'.	All	Cabinet	Sara Mildmay-White	Bury St Edmunds and Community Safety	Carole Herries 01284 757603	Consultation with food businesses already undertaken in the form of a survey, Portfolio Holder.	Report to Cabinet	No earlier than 02/12/09
Dec09/22	Affordable Warmth Strategy	On 24 June 2009, the Cabinet approved the draft Affordable Warmth Strategy for external consultation. This consultation exercise has now been undertaken and approval for the final version of the Strategy is now sought.	All	Cabinet	Sara Mildmay-White	Bury St Edmunds and Community Safety	Peter Gudde 01284 757042	Portfolio Holder, External Stakeholders	Report to Cabinet	No earlier than 02/12/09
Dec09/23	Delivering a Sustainable Budget: 2010/2011	The Cabinet will consider an interim report from the Policy Development Committee.	All	Cabinet	Paul Farmer	Resources and Efficiency	Liz Watts 01284 757252	Policy Development Committee	Report of the Policy Development Committee	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/24	Revised Risk Management Strategy	Under the Code of Corporate Governance, the Council is required to ensure that risk management is embedded into the culture of the Council. A revised Risk Management Strategy has been devised which captures key audit recommendations regarding policy, roles and responsibilities.	All	Cabinet	David Ray Performance and Organisational Development	Liz Watts 01284 757252	Portfolio Holder , Corporate Management Team, Management Team and Performance and Audit Scrutiny Committee.	Report of the Performance and Audit Scrutiny Committee	No earlier than 02/12/09

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/25	Local Government Review	The Boundary Committee is currently reviewing local government structures in Suffolk. The Cabinet will be updated on the review and may also be asked to approve any actions (or recommendations to full Council) associated with the review, including the Judicial Review process, and the Borough Council's response to both the Boundary Committee and the Secretary of State.	All	Cabinet	John Griffiths Leader of the Council	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 20/01/10
Dec09/26	Haverhill Area Working Party/Haverhill Masterplan: 10/12/2009	The Cabinet will need to consider proposals from its Working Party or in relation to the Haverhill Masterplan on an ongoing basis.	Haverhill and area	Cabinet	Anne Gower Haverhill and Housing	Geoff Rivers 01284 757009	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 20/01/10
Dec09/27	Sustainable Development Panel: 12/01/2010	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All	Cabinet	Terry Clements /Peter Stevens Transport and Planning/ Environment and Street Scene	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 20/01/10

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/28	St Edmundsbury Growth Area Partnership Board: 17/12/2009	The Cabinet will need to consider any recommendations on an ongoing basis referred by the St Edmundsbury Growth Area Partnership Board.	All	Cabinet	Terry Clements	Transport and Planning	Patsy Dell 01284 757306	Portfolio Holder, Suffolk County Council, East of England Development Agency, Suffolk Development Agency.	Recommendations from the St Edmundsbury Growth Area Partnership Board	No earlier than 20/01/10
Dec09/29	West Suffolk Waste and Street Scene Services Joint Committee: 15/01/2010	The Cabinet will need to consider any recommendations on an ongoing basis referred by the West Suffolk Waste and Street Scene Services Joint Committee	All	Cabinet	Peter Stevens	Environment and Street Scene	Mark Walsh 01284 757300	Portfolio Holder, in partnership with Forest Heath District Council and Corporate Management Team	Report to Cabinet	No earlier than 20/01/10
Dec09/30	Grant Panel: 17/11/2009 and 08/12/2009	To consider recommendations arising from the meetings of the Grant Panel on an ongoing basis	All	Cabinet	Paul Farmer/ Sara Mildmay-White	Resources and Efficiency/ Bury St Edmunds and Community Safety	Cathy Manning 01284 757002	Portfolio Holder, Ward Members and voluntary organisations	Recommendations from Grant Panel	No earlier than 20/01/10

St Edmundsbury Borough Council
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Dec09/31	Amendments to current policies for street trading and vending, including a revision of the area currently adopted for the purpose of street trading consents, to cover the whole Borough.	The Council last reviewed its policies for street trading and street vending in 1998 (Paper N28 refers). The Licensing Service has seen a marked increase over the past ten years in street trading and vending, particularly for cafes and decorative items outside shop premises. The Cabinet will be asked to consider the recommendations of the Licensing and Regulatory Committee.	All	Cabinet/Council	Sara Mildmay-White Bury St Edmunds and Community Safety	Hilary Workman 01284 757113	Licensing and Regulatory Committee, Local Businesses, Town and Parish Councils, Chambers of Commerce, Town Centre Managers, Bury in Bloom, Suffolk Constabulary, Portfolio Holder.	Report to Cabinet	No earlier than 20/01/10
Dec09/32	Economic Assessment Strategy and Action Plan	Both scrutiny committees are working on a major review involving an economic assessment, including a business survey, the results of which will feed into a new Action Plan for consideration in March 2010.	All	Cabinet	Nigel Aitkens Economy and Asset Management	Carol Rown-tree 01284 757683	Portfolio Holder, Policy Development Committee, Overview and Scrutiny Committee plus extensive consultation with stakeholders.	Report of the Policy Development Committee and Overview and Scrutiny Committee	No earlier than 20/01/10

St Edmundsbury Borough Council

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Dec09/33	Abbey Gardens Management Plan	The Parks Review recommended that Management Plans be created for the Council's major parks. A steering group will work on a Plan for the Abbey Gardens during 2009/2010.	All Wards in Bury St Edmunds	Cabinet	Lynsey Alexander Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Policy Development Committee and consultation with appropriate stakeholders.	Report of the Policy Development Committee	No earlier than 20/01/10
Dec09/34	Delivering a Sustainable Budget: 2010/2011	The Cabinet will receive the final report of the Policy Development Committee.	All	Cabinet	Paul Farmer Resources and Efficiency	Liz Watts 01284 757252	Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 20/01/10
Dec09/35	Haverhill Area Working Party/Haverhill Masterplan: 14/01/2010	The Cabinet will need to consider proposals from its Working Party or in relation to the Haverhill Masterplan on an ongoing basis.	Haverhill and area	Cabinet	Anne Gower Haverhill and Housing	Geoff Rivers 01284 757009	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 20/01/10
Dec09/36	Support for Drug Users in St Edmundsbury	The Cabinet may be asked to consider recommendations from the Overview and Scrutiny Committee's scrutiny of the services and support available to drug users in the Borough.	All	Cabinet	Sara Mildmay-White/ Anne Gower Bury St Edmunds and Community Safety/ Haverhill and Housing	Cathy Manning 01284 757002	Suffolk Drug and Alcohol Team, Focus 12, Overview and Scrutiny Committee and Portfolio Holder	Report of the Overview and Scrutiny Committee to Cabinet.	No earlier than 20/01/10

St Edmundsbury Borough Council
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Dec09/37	Public Transport between Haverhill and Bury St Edmunds	An investigation, in conjunction with partners, will be held into public transport provision between Haverhill and Bury St Edmunds.	All	Cabinet	Terry Clements Transport and Planning	Ivan Sams 01284 757304	Portfolio Holder, Partner Organisations, Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 20/01/10
Dec09/38	West Suffolk House Joint Committee: 22/01/2010	The Cabinet will be asked to consider recommendations from the West Suffolk House Joint Committee, if involving key decisions.	All	Cabinet	Nigel Aitkens/ David Ray Economy and Asset Management/ Performance and Organisational Development	Ivan Sams 01284 757304	Portfolio Holders, West Suffolk House Building User Group	Report to Cabinet	No earlier than 10/02/10
Dec09/39	Sustainable Development Panel: 02/02/2010	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All	Cabinet	Terry Clements /Peter Stevens Transport and Planning/ Environment and Street Scene	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 10/02/10

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/40	Local Government Review	The Boundary Committee is currently reviewing local government structures in Suffolk. The Cabinet will be updated on the review and may also be asked to approve any actions (or recommendations to full Council) associated with the review, including the Judicial Review process, and the Borough Council's response to both the Boundary Committee and the Secretary of State.	All	Cabinet	John Griffiths Leader of the Council	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 10/02/10
Dec09/41	Sustainable Development Panel: 09/03/2010	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All	Cabinet	Terry Clements /Peter Stevens Transport and Planning/ Environment and Street Scene	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 17/03/10
Dec09/42	The Corn Exchange	The Cabinet will consider options for the future of the Corn Exchange.	All	Cabinet	Nigel Aitkens/ Lynsey Alexander Economy and Asset Management/ Culture and Sport	Alex Wilson/ Betty Albon 01284 757695/ 01284 757307	Portfolio Holders and Corporate Management Team	Report to Cabinet	No earlier than 17/03/10

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Forward plan of likely key decisions December 2009 to March 2010

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Dec09/43	Approval of Corporate Enforcement Policy	On 21 March 2007, the Cabinet approved the Council's Enforcement Policy (X574 refers). It is intended to review and update the Policy in light of new guidance and changes in Government policy.	All	Cabinet	Sara Mildmay-White	Bury St Edmunds and Community Safety	Richard White-head 01284 757037	To be decided as it affects enforcement across a number of departments.	Report to Cabinet	No earlier than 17/03/10
Dec09/44	Economic Strategy Action Plan	Both scrutiny committees are working on a major review involving economic assessment resulting in the production of a new Action Plan.	All	Cabinet	Nigel Aitkens	Economy and Asset Management	Carol Rown-tree 01284 757683	Portfolio Holder, Policy Development Committee, Overview and Scrutiny Committee plus extensive consultation with stakeholders.	Reports of the Policy Development Committee and Overview and Scrutiny Committee.	No earlier than 17/03/10
Dec09/45	Car Parking and Park and Ride	The Overview and Scrutiny Committee will be working on a review of the number of car parking spaces in bury St Edmunds and the viability of a Park and Ride Service. This may lead to recommendations for consideration by the Cabinet.	All	Cabinet	Terry Clements	Transport and Planning	Ivan Sams 01284 757304	Portfolio Holder, Overview and Scrutiny Committee.	Report of the Overview and Scrutiny Committee to Cabinet	No earlier than 17/03/10

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/46	Tourism and Visitor Strategy	The Policy Development Committee are working on a review of Tourism Services throughout the Borough, which may lead to recommendations for consideration by the Cabinet.	All	Cabinet	Nigel Aitkens Economy and Asset Management	Neil Anthony 01284 757064	Portfolio Holder, Partner Organisations, Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 17/03/10
Dec09/47	Bury St Edmunds Area Working Party: 16/03/2010	The Cabinet will need to consider recommendations emanating from its Bury St Edmunds Area Working Party on an ongoing basis.	All	Cabinet	Sara Mildmay-White Bury St Edmunds and Community Safety	Sandra Pell 01284 757302	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 17/03/10
Dec09/48	Rural Area Working Party: 18/02/2010	The Cabinet will need to consider the recommendations of this Panel on an ongoing basis.	All Rural Wards	Cabinet	John Griffiths Rural Affairs and External Relationships	Alex Wilson 01284 757695	As outlined in reports to the Working Party or Cabinet.	Report to Cabinet	No earlier than 17/03/10
Dec09/49	Joint Staff Consultative Panel: 23/02/2010	To consider the recommendations of the Cabinet's Panel on an on going basis, if involving key decision(s).	All	Cabinet	David Ray Performance and Organisational Development	Louise Hammond 01284 757008	Recognised Trade Unions	Report to Cabinet	No earlier than 17/03/10
Dec09/50	Grant Panel: 02/03/2010	To consider recommendations arising from the meetings of the Grant Panel on an ongoing basis	All	Cabinet	Paul Farmer/ Sara Mildmay-White Resources and Efficiency/ Bury St Edmunds and Community Safety	Cathy Manning 01284 757002	Portfolio Holder and voluntary organisations	Recommendations from Grant Panel	No earlier than 17/03/10

St Edmundsbury Borough Council
Forward plan of likely key decisions December 2009 to March 2010

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Dec09/51	Haverhill Area Working Party/Haverhill Masterplan: 11/03/2010	The Cabinet will need to consider proposals from its Working Party or in relation to the Haverhill Masterplan on an ongoing basis.	Haverhill and area	Cabinet	Anne Gower Haverhill and Housing	Geoff Rivers 01284 757009	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 17/03/10