

# St Edmundsbury Borough Council

## Forward plan of likely key decisions February to May 2008

Ref	Decision	Background	Wards Affected	Decision Taker	Portfolio	Lead Officer	Consultation to be Undertaken	Documents to be Submitted	Expected Date of Decision
Feb08/01	Budget Setting: 2008/2009	The Cabinet will receive the final report of the Policy Development Committee	All	Cabinet	Paul Farmer Resources and Efficiency	Jerry Massey 01284 757302	Policy Development Committee	Report to Cabinet	No earlier than 18/02/08
Feb08/02	Emergency Panel: 22/01/2008	The Cabinet will need to consider any recommendations on an ongoing basis referred by the Emergency Panel.	All	Cabinet	Sara Mildmay - White Community	David Bird 01284 757035	As outlined in reports to the Working Party or Cabinet	Recommendations from Emergency Panel	No earlier than 18/02/08
Feb08/03	The Local Government and Public Involvement in Health Act and the Local Government Review	The Cabinet may need to consider issues arising from the implementation of the Local Government and Public Involvement in Health Act and the Review of Local Government on an on-going basis.	All	Cabinet	John Griffiths Leader of the Council	Deborah Cadman 01284 757001	Portfolio Holder	Report to Cabinet	No earlier than 18/02/08
Feb08/04	West Suffolk House: The West Suffolk House Joint Committee will meet on 08/02/2008	The Cabinet will be asked to consider recommendations from the West Suffolk House Joint Committee as the project progresses.	All	Cabinet	Nigel Aitkens/ Sara Mildmay -White/ Terry Clements /Paul Farmer Economy and Asset Management/ Community/ Transport and Planning/ Resources and Efficiency	Ivan Sams 01284 757304	Ward Members, Portfolio Holders	Report to Cabinet	No earlier than 18/02/08
Feb08/05	Sports and Leisure Development Panel: 05/02/08	To consider the recommendations from the Cabinet's Panel on an on going basis.	All	Cabinet	Lynsey Alexander Culture and Sport	Mike Dawson 01284 757060	Customers, Abbeycroft Leisure and other partner organisations	Report to Cabinet	No earlier than 18/02/08

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Feb08/06	Sustainable Development Panel: 13/02/2008	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	Sandra Pell 01284 757300	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 18/02/08
Feb08/07	Bury St Edmunds Town Centre and Cattle Market Working Party: 06/02/2008	The Cabinet will need to consider operational matters on an ongoing basis throughout the Cattle Market Redevelopment project and in connection with Bury St Edmunds Town Centre. Normally, these matters will be referred through the Bury St Edmunds Town Centre and Cattle Market Working Party.	All	Cabinet	Sara Mildmay -White	Community	Jerry Massey 01284 757302	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 18/02/08

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Feb08/08	The Cabinet will be asked to note the progress of further developments on joint working across Suffolk and the impact it may have on St Edmundsbury Borough Council.	The Suffolk Waste Partnership, comprising all local authorities in Suffolk, has been exploring options for further development of joint working. The aim was to identify key business drivers, assess potential options for partnership arrangements and identifying possible savings. The assessment identified that the following three options were worthy of further consideration by the Partnership: formalising current arrangements; integrated recycling, treatment and disposal; and a fully integrated waste authority.	All	Cabinet	Peter Stevens	Environment and Street Scene	Sandra Pell 01284 757302	Portfolio Holder and the Suffolk Waste Partnership	Report to Cabinet	No earlier than 18/02/08

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Feb08/09	Following consultation, approval is sought for the Order to be made for a Designated Alcohol Free Zone in Haverhill	On 7 November 2007, the Cabinet agreed, subject to full consultation, to make the Order to identify a designated public place in which the consumption of alcohol is to be banned (Minute 97 refers). The consultation is taking place during December 2007 and January 2008. The results of the consultation will be considered by the Cabinet and full Council in February 2008, before the Order can be made under the Criminal Justice and Police Act 2001.	Haverhill and area	Cabinet/Council	Sara Mildmay-White Community	Helen Lindfield 02184 757620	Borough, Suffolk County and Haverhill Town Councillors, Police, residents of Haverhill, businesses in the proposed zone, young people through community education.	Report to Cabinet including results of consultation	No earlier than 18/02/08

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Feb08/10	The principles of Facilities Management service delivery at West Suffolk House, Bury St Edmunds	To enable the structure and staffing to be in place for the provision of Facilities Management Services at the opening of West Suffolk House, certain principles will require the consideration and approval of the Cabinet.	All	Cabinet	David Ray	Performance and Organisational Development	Ivan Sams 01284 757304	West Suffolk House Joint Committee, Portfolio Holder, Corporate Management Team	Report to Cabinet	No earlier than 18/02/08
Feb08/11	Asset Management Plan (AMP) - Non-operational Portfolio - Assessment and options appraisal of Industrial Units in Haverhill	This is part of the AMP Action Plan	Haverhill and area	Cabinet	Nigel Aitkens	Economy and Asset Management	Betty Albon 01284 757307	Service Managers	Report to Cabinet	No earlier than 19/03/08
Feb08/12	Review of Leisure and Cultural Strategy	A strategic and long term review of the Council's cultural services provision.	All	Cabinet	Lynsey Alexander	Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder and Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 19/03/08
Feb08/13	West Suffolk House: The West Suffolk House Joint Committee will meet on 07/03/2008	The Cabinet will be asked to consider recommendations from the West Suffolk House Joint Committee as the project progresses.	All	Cabinet	Nigel Aitkens/ Sara Mildmay -White/ Terry Clements /Paul Farmer	Economy and Asset Management/ Community/ Transport and Planning/ Resources and Efficiency	Ivan Sams 01284 757304	Ward Members, Portfolio Holders	Report to Cabinet	No earlier than 19/03/08

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Feb08/14	Rural Services Action Plan	This is a revised plan covering the period 2008-2011.	All Rural Wards	Cabinet	John Griffiths	Rural Affairs and External Relationships	Kirsty Pitwood 01284 757109	Portfolio Holder and the Overview & Scrutiny Committee	Report of the Overview & Scrutiny Committee	No earlier than 19/03/08
Feb08/15	Homelessness Strategy Review	The existing Homelessness Strategy ends in 2008 and a new strategy is being developed. A review of homelessness has been undertaken with stakeholders and this will form the basis of the new strategy. Cabinet will be asked to approve the new strategy and action plan.	All	Cabinet	Sara Mildmay-White	Community	Carole Herries 01284 757603	Portfolio Holder, Policy Development Committee, Registered Social Landlords, other voluntary and statutory housing organisations	Report of the Policy Development Committee	No earlier than 19/03/08
Feb08/16	Haverhill Area Working Party/Haverhill Masterplan: 28/02/2008 (provisional)	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	Nigel Aitkens	Economy and Asset Management	Mike Dawson 01284 757060	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 19/03/08
Feb08/17	Central Safety Panel: 18/02/2008	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	Martin Hosker 01284 757010	Managers, Portfolio Holder	Report to Cabinet	No earlier than 19/03/08

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Feb08/18	Joint Staff Consultative Panel: 19/02/2008	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	Unions	Report to Cabinet	No earlier than 19/03/08
Feb08/19	The Local Government and Public Involvement in Health Act and the Local Government Review	The Cabinet may need to consider issues arising from the implementation of the Local Government and Public Involvement in Health Act and the Review of Local Government on an on-going basis.	All	Cabinet	John Griffiths	Leader of the Council	Deborah Cadman 01284 757001	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 19/03/08
Feb08/20	Sustainable Development Panel: 04/03/2008	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	Sandra Pell 01284 757300	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 19/03/08
Feb08/21	Recommendations from the Grant Panel: 11/03/2008	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/ Community	Mike Dawson 01284 757046	Portfolio Holder and voluntary organisations	Recommendations from Grant Panel	No earlier than 19/03/08
Feb08/22	Home Assistance Policy	The Cabinet will be asked to consider a full review of the Home Assistance Policy for 2008/2009.	All	Cabinet	Sara Mildmay -White	Community	Carole Herries 01284 757603	Report from the Policy Development Committee to Cabinet	Report to Cabinet	No earlier than 19/03/08

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Feb08/23	Data Quality Policy	The need for this Policy arises under the Use of Resources Judgement which requires that the Council can provide evidence that its data can be relied upon, and that a Data Quality Policy is in place.	All	Cabinet	David Ray	Performance and Organisational Development	Ann-Marie Howell 01284 757611	Portfolio Holder and Policy Development Committee	Report to Cabinet	No earlier than 19/03/08
Feb08/24	Bury St Edmunds Town Centre and Cattle Market Working Party: Date of Next Meeting to be Arranged	The Cabinet will need to consider operational matters on an ongoing basis throughout the Cattle Market Redevelopment project and in connection with Bury St Edmunds Town Centre. Normally, these matters will be referred through the Bury St Edmunds Town Centre and Cattle Market Working Party.	All	Cabinet	Sara Mildmay-White	Community	Jerry Massey 01284 757302	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 19/03/08

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Feb08/25	The adoption of a Procurement Strategy for St Edmundsbury Borough Council	Since late 2004, the Council has effectively used its Best Value Review Action Plan as a procurement strategy. This action plan has been concluded and it is now necessary to adopt a formal Procurement Strategy document. The Comprehensive Performance Assessment highlighted this as an issue requiring resolution.	All	Cabinet	Paul Farmer Resources and Efficiency	Mark Walsh 01284 757308	Portfolio Holder for Resources and Efficiency, and Members of the Procurement Board	Report to Cabinet	No earlier than 19/03/08
Feb08/26	The Local Government and Public Involvement in Health Act and the Local Government Review	The Cabinet may need to consider issues arising from the implementation of the Local Government and Public Involvement in Health Act and the Review of Local Government on an on-going basis.	All	Cabinet	John Griffiths Leader of the Council	Deborah Cadman 01284 757001	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 07/05/08

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Feb08/27	Bury St Edmunds Town Centre and Cattle Market Working Party: Date of Next Meeting to be Arranged	The Cabinet will need to consider operational matters on an ongoing basis throughout the Cattle Market Redevelopment project and in connection with Bury St Edmunds Town Centre. Normally, these matters will be referred through the Bury St Edmunds Town Centre and Cattle Market Working Party.	All	Cabinet	Sara Mildmay-White Community	Jerry Massey 01284 757200	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 07/05/08
Feb08/28	Haverhill Area Working Party/Haverhill Masterplan: 17/04/2008 (provisional)	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	Nigel Aitkens Economy and Asset Management	Mike Dawson 01284 757060	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 07/05/08

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Feb08/29	The Cabinet is asked to note the Council's Corporate Data Management Policy (former Data Quality Policy)	Good service delivery is reliant on the availability of complete, accurate and up-to-date information. The adoption of a Data Management Policy will set out clear and precise objectives for maintaining and improving data at St Edmundsbury Borough Council.	All	Cabinet/ Council	Paul Farmer/ David Ray	Resources and Efficiency/Performance and Organisational Development	Ann-Marie Howell 01284 757611	Portfolio Holders Report to Cabinet and Data Management Policy	No earlier than 07/05/08
Feb08/30	Affordable Housing	The Cabinet has asked for the Council's approach to affordable housing delivery to be examined, including the development of innovative approaches to delivery.	All	Cabinet	Sara Mildmay-White	Community	Carole Herries 01284 757603	Overview & Scrutiny Committee Report to Cabinet	No earlier than 07/05/08
Feb08/31	West Suffolk House: The West Suffolk House Joint Committee will meet on 28/03/2008 and 18/04/2008	The Cabinet will be asked to consider recommendations from the West Suffolk House Joint Committee as the project progresses.	All	Cabinet	Nigel Aitkens/ Sara Mildmay-White/ Terry Clements/ Paul Farmer	Economy and Asset Management/ Community/ Transport and Planning/ Resources and Efficiency	Ivan Sams 01284 757304	Ward Members, Portfolio Holders Report to Cabinet	No earlier than 07/05/08

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Feb08/32	Sustainable Development Panel: 15/04/2008	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	Sandra Pell 01284 757300	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 07/05/08
Feb08/33	Emergency Panel: 29/04/2008	The Cabinet will need to consider any recommendations on an ongoing basis referred by the Emergency Panel.	All	Cabinet	Sars Mildmay - White	Community	David Bird 01284 757035	As outlined in reports to the Working Party or Cabinet	Minutes	No earlier than 07/05/08
Feb08/34	Approval of Audit Strategy	The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of practice requires an Audit Strategy to be prepared and recommends Cabinet approval following recommendations received from the relevant audit committee.	All	Cabinet	Paul Farmer	Resources and Efficiency	Jon Snares 01284 757239	Report from the Performance and Audit Scrutiny Committee to Cabinet	Report to Cabinet	No earlier than 07/05/08

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Feb08/35	Staff Survey 2007/2008	The last staff survey was undertaken in 2002/2003. The current 2007/2008 survey was distributed with November's employee payslips, and the results and arising recommendations will be brought to the Cabinet in May.	All	Cabinet	David Ray Performance and Organisational Development	Ann-Marie Howell 01284 757611	Portfolio Holder, Member/Officer Working Group and Overview and Scrutiny Committee	Report of the Overview and Scrutiny Committee	No earlier than 07/05/08
Feb08/36	Action Plan from the post implementation review of the Abbeycroft Leisure Trust transfer	In 2006/2007 the Overview and Scrutiny Committee undertook a review of the Council's leisure centre management to Abbeycroft Leisure. The review resulted in an extensive Action Plan, on which the Committee will receive an update, which may result in recommendations to Cabinet.	All	Cabinet	Lynsey Alexander Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder and Overview and Scrutiny Committee	Report of the Overview and Scrutiny Committee	No earlier than 07/05/08

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Feb08/37	Review of the Category D Dynamic Review - Innovation Value and Enterprise (DR-IVE)	When the Overview & Scrutiny Committee reviewed the list of Category D proposals for 2007/2008, it requested a review of the reduction of the number of animal wardens from two to one, one year after implementation. This may result in recommendations to Cabinet.	All	Cabinet	Paul Farmer Resources and Efficiency	Carole Herries 01284 757603	Portfolio Holder and Overview and Scrutiny Committee	Report of the Overview and Scrutiny Committee	No earlier than 07/05/08
Feb08/38	Council Improvement Plan Annual Review	The Cabinet will consider the annual review of the Council Improvement Plan for 2008/2009.	All	Cabinet	David Ray Performance and Organisational Development	Cathy Manning 01284 757105	Overview and Scrutiny Committee, Audit Commission and officers	Report of the Performance and Audit Scrutiny Committee	No earlier than 07/05/08
Feb08/39	The Local Government and Public Involvement in Health Act and the Local Government Review	The Cabinet may need to consider issues arising from the implementation of the Local Government and Public Involvement in Health Act and the Review of Local Government on an on-going basis.	All	Cabinet	John Griffiths Leader of the Council	Deborah Cadman 01284 757001	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 21/05/08

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Feb08/40	Bury St Edmunds Town Centre and Cattle Market Working Party: Date of Next Meeting to be Arranged	The Cabinet will need to consider operational matters on an ongoing basis throughout the Cattle Market Redevelopment project and in connection with Bury St Edmunds Town Centre. Normally, these matters will be referred through the Bury St Edmunds Town Centre and Cattle Market Working Party.	All	Cabinet	Sara Mildmay-White Community	Jerry Massey 01284 757200	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 21/05/08