

St Edmundsbury Borough Council
Forward plan of likely key decisions 1 July - 31 October 2002

Reference	Decision	Background	Ward(s) affected	Decision-Taker (NB further approvals may be required)	Portfolio	Lead Officer Contact	Consultation to be Undertaken	Documents to be Submitted	Expected Date of Decision
Jun02/01	Food Safety and Occupational Health and Safety Service Plans	Statutory agencies require these plans to be approved formally by the Council	All	Cabinet	Ray Nowak Community	David Osborne (01284) 757050	Portfolio holder(s) and business groups	Report to Cabinet and Service Plans	10.07.02
Jun02/02	Town Centre Conservation Area for Haverhill	Following extensive consultation, formal designation of this new Conservation Area is required	Haverhill	Director of Planning & Transportation	Mike Ames Development	Christine Leveson (01284) 757356	Town Council, amenity groups, property occupiers, portfolio holder and ward members	None	June/July 2002
Jun02/03	Church Walks environmental enhancement (Tuns Lane – College Street)	Approval is required for the details of this previously identified scheme	Abbeygate	Director of Planning & Transportation	Peter Dulieu Environment	Steve Boor (01284) 757328	Local residents, portfolio holder and ward members	None	June/July 2002
Jun02/04	Leisure grants	Applications for various leisure grant schemes, including: recreation and village halls; arts development; play areas; voluntary bodies; and rural initiatives. The Director of Leisure Services can approve voluntary body grants and any such decisions will be reported to the Cabinet as part of this report.	All	Cabinet	Gerry Kiernan Resources	Howard Cook (01284) 757097	Groups complete an application form and there may be further correspondence and meetings with them	Report to Cabinet	10.07.02

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Jun02/05	New leisure initiatives	Members requested that a list of new leisure initiatives be compiled	All	Cabinet	Mark Ereira-Guyer Culture	Steve Palframan (01284) 757061	Key stakeholders	Report to Cabinet	10.07.02
Jun02/06	Annual budget setting arrangements	The Cabinet will determine the mechanism by which it will develop, the annual budget for 2003/2004 in conjunction with the Overview and Scrutiny Committee and the Policy Development Committee	All	Cabinet	Gerry Kiernan Resources	David Addy (01284) 757201	Chairmen and Vice-Chairmen of the Overview and Scrutiny Committee and the Policy Development Committee, if required	Report to Cabinet	10.07.02
Jun02/07	Adoption of Asset Management Plan and Capital Strategy	An operational Asset Management Plan is required by the DTLR.	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304/ Betty Albon (01284) 757112/ Graham Moore (01284) 757252	Asset Management Plan team	Report to Cabinet	10.07.02
Jun02/08	Release of funds for Hockey Centre of Excellence	There is an allocation of £300,000 in the capital programme for a hockey centre of excellence at Rougham (Paper P435,	All	Cabinet	Mark Ereira-Guyer Culture	Steve Palframan (01284) 757061	Portfolio holder. No further consultation required.	Report to Cabinet	No earlier than 10.07.02 (if decision required)

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		Feb 2000). The hockey club has recently been awarded a Lottery grant and is likely to request the release of this funding from the Council.							
Jun02/09	Electronic Government	The Cabinet needs to consider the Council's Implementing Electronic Government Statement	All	Cabinet	Gerry Kiernan Resources	David Butler (01284) 757030	Officer task group. Earlier public consultation findings will be used	Report to Cabinet	10.07.02
Jun02/10	Gymnastics Hall in Bury St Edmunds	The possibility of adding a gymnastics hall to Bury St Edmunds Leisure Centre, in partnership with Spectrum Gymnastics Club, was considered by the former Leisure Services Committee in January and March 2002 (Papers S408 and S506). The Council would have to lend the Club the money to build the hall, and the Club would manage it	All	Cabinet	Mark Ereira-Guyer Culture	Howard Cook (01284) 757097	Portfolio holder and ward members. None other specifically proposed at present. Local consultations would be undertaken for any planning application	Report and plans	No earlier than 10.07.02

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Jun02/11	Local Plan	To consider issues arising from the Local Plan Panel meeting held on 20.06.02	All	Cabinet	Mike Ames Development	Ian Poole (01284) 757350		Report to Cabinet	10.07.02
Jun02/12	Housing Stock Transfer	The Cabinet may be required to consider residual issues relating to the transfer of the Council's housing stock to the Havebury Housing Partnership. <i>(NB The need for this item will be determined by the transfer process and a report may not be required at this meeting)</i>	All	Cabinet	Ray Nowak Community	Jerry Massey (01284) 757301	Housing Transfer Panel, portfolio holder, Havebury, tenants, unions and advisers, as applicable	Report to Cabinet	10.07.02
Jun02/13	Community Strategy – priority setting	The Cabinet will start the discussion of the priorities for the next Community Strategy	All	Cabinet	Sheila Wormleighton Civic Value	David Butler (01284) 757030	Overview and Scrutiny Committee and Policy Development Committee. Stakeholder consultation will be determined as part of process	Report to Cabinet	10.07.02
Jun02/14	Haverhill-Cambridge/Sudbury	It has been previously agreed by the Council	Haverhill and south	Cabinet	Peter Dulieu Environment	Jerry Massey	Portfolio holder and ward	Report to Cabinet	10.07.02

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	Rail Route – feasibility study	that the Cabinet will consider the funding of this scheme when the working balances of the former Transport & works Committee for 2001/2002 are finally known	of Borough			(01284) 757301	members Local consultation would be part of any feasibility study		
Jun02/15	Homes Strategy Review	An annual operational review of the Homes Strategy 1999/2003 is required by the DTLR. Performance against targets and current housing issues will be included	All	Cabinet	Ray Nowak Community	Mike Dawson (01284) 757046	Partner Registered Social Landlords. All other stakeholders will be invited to a meeting in June 2002. Overview and Scrutiny Committee.	Report to Cabinet and Homes Strategy Review	10.07.02
Jun02/16	Haverhill Social Impact Study/Strategic Partnerships in Haverhill	To report the outcomes of the study and the response of the Haverhill Partnership. This report will also consider the issue of a resource centre for the voluntary sector, as requested by the Full Council in April	Haverhill and south of Borough	Cabinet	Derek Redhead External Relations	Mike Dawson (01284) 757046	Haverhill partnership (including voluntary sector)	Report to Cabinet	10.07.02

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Jun02/17	Change the operating platform of the computerised management information system	The Council purchased QSP financial management system with the intention of operating on an NT server platform. QSP went into liquidation and the successor company (Elevon) have made a commercial decision not to support the NT platform	All	Cabinet	Gerry Kiernan Resources	Graham Moore (01284) 757252	Portfolio Holder	Report to Cabinet	10.07.02
Jun02/18	Development framework for land allocated for community use at Hanchett End, Haverhill	The St Edmundsbury Borough Local Plan has allocated two sites for community use at Hanchett End, Haverhill. One of the sites is allocated for a new primary school. Suffolk County Council has advised the Borough Council that this site is no longer required for this purpose. In view of this the Borough Council is working with the landowners to consider the development options	Haverhill and District	Cabinet	Mike Ames Development	Jerry Massey (01284) 757302	The Social Impact Study undertaken by the Borough Council in 2001 identified the need for community facilities to be provided at Hanchett End	Report to Cabinet	10.07.02

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		for the land allocated for community use. As part of this work it is likely that a mixed use scheme on the two sites would be an appropriate way forward							
Jun02/19	Recycling & waste Management – annual review	The Council has always annually reviewed the operation of this service	All	Cabinet	Peter Dulieu Environment	Sandra Pell (01284) 757338	Overview and Scrutiny Committee. Feedback from stakeholders is built into the review	Report to Cabinet	10.07.02
Jun02/20	St. Edmundsbury Football Facilities	To revise the previously approved projects (Leisure Services Committee 12.09.01 Paper S157) and subsequent bid to the Football Association	All	Cabinet	Mark Ereira-Guyer Culture	Howard Cook (01284) 757097	Football Foundation, Suffolk County Football Association, Bury Football Forum, Bury Football School	Report to Cabinet	10.07.02
Jun02/21	Benefits and Revenue Sections – staffing	A review of staffing requirements is needed for these sections of the Department of Finance	All	Cabinet	Gerry Kiernan Resources	Graham Moore (01284) 757252	Portfolio holder. Staff and unions	Report to Cabinet	No earlier than 10.07.02
Jun02/22	Christmas lights	Report on the current situation on the budget	All	Cabinet	Peter Dulieu Environment	Nigel Badcock	Local business groups	Report to Cabinet	No earlier than

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		relating to the Christmas Lights (requested by the former Transport & Works Committee in March 2002)				(01284) 757305			10.07.02
Jun02/23	Haverhill Skatepark	£40,000 has been allocated in the capital programme for this scheme (Paper S287, Nov 2001). Planning permission now being sought. A further executive decision <i>may</i> be needed, depending on the outcome of this process.	Haverhill	Cabinet (if decision required)	Mark Ereira-Guyer Culture	Jackie Smith (01284) 757077	Young people in Haverhill has already been undertaken. Consultation of local residents will be undertaken as part of planning process	Report to Cabinet and plans (if decision required)	No earlier than 10.07.02
Jun02/24	Housing development scheme at Kings Road, Bury St Edmunds	To agree the scheme details and funding	Abbeygate	Cabinet	Ray Nowak Community	Niki Hollingworth (01284) 757604	Portfolio holder, ward members and external partners. Local consultation may also be required by the planning process.	Report to Cabinet	31.07.02
Jun02/25	New leisure initiatives	Members requested that a list of new leisure initiatives be compiled	All	Cabinet	Mark Ereira-Guyer Culture	Steve Palframan (01284) 757061	Key stakeholders	Report to Cabinet	31.07.02

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Jun02/26	Housing development scheme at York Road, Haverhill	To agree the scheme details and funding	Clements	Cabinet	Ray Nowak Community	Niki Hollingworth (01284) 757604	Portfolio holder, ward members and external partners. Local consultation may also be required by the planning process.	Report to Cabinet	31.07.02
Jun02/27	Master Plan for Cattle Market redevelopment	Cabinet consideration of the Master Plan is required at this stage of the development process	All	Cabinet	Ray Nowak Community	Nigel Badcock (01284) 757300	Extensive community consultation by Development Partner and Member Working Party	Report to Cabinet	31.07.02
Jun02/28	Future use of council buildings	This report arises from the ongoing review of operational property, specifically the Athenaeum and the Guildhall	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304/ Betty Albon (01284) 757112	User groups and service managers	Report to Cabinet	31.07.02
Jun02/29	Haverhill Town Hall Arts Centre	The Cabinet may need to consider the latest position regarding the proposed transfer.	All	Cabinet	Mark Ereira-Guyet Culture	Steve Palframan (01284) 757060	Town Council and Charity Commissioners	Report to Cabinet	31.07.02
Jun02/30	Refurbishment of Athenaeum	The refurbishment of the Athenaeum and its	All	Cabinet	Gerry Kiernan	Carol Rowntree	Wide consultation of	Report and architect's	31.07.02

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		development into one of the premier halls in the region was identified as an outstanding project of the former Leisure Services Committee			Resources	(01284) 757095	Members, users and historical and amenity groups in the town. Portfolio holder	scheme	
Jun02/31	Moreton Hall Youth Action Group building - scheme details	The construction of a stand-alone building beside the new Community Centre was approved by the former Leisure Services Committee in November 2001(Paper S289). Further details were given in Paper S505 (March 2002). It was agreed that a capital allocation of £180,000 would be made by the Council until this sum was replaced by a developer contribution	Eastgate	Cabinet	Mark Ereira-Guyer Culture	Howard Cook (01284) 757097	Portfolio holder and ward members. Local consultation relevant to this particular decision has already been carried out.	Report to Cabinet and plans	31.07.02
Jun02/32	Sign up to the Keystone Community Partnership (KCP) Memorandum of Agreement	The Regional Development Agency (EEDA) is responsible for funding and oversight of KCP regeneration schemes. EEDA require	Barningham Honington Ixworth Stanton	Cabinet	Derek Redhead External Relationships	Nick Martin (01284) 757102	Portfolio Holder, Ward Members	Report to Cabinet	31.07.02

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		safeguards in place to ensure that KCP has the financial and management capacity to deliver its projects							
Jun02/33	Funding for new council depot at Haverhill	Approval has been given for a new depot in Haverhill. Funding now needs to be released	Haverhill and south of Borough	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304/ Betty Albon (01284) 757112	Consultation was undertaken for the previous report	Report to Cabinet	31.07.02
Jun02/34	Council Payline Review	Preliminary report of consultant	All	Cabinet	Gerry Kiernan Resources	Peter Andrews (01284) 757008	Staff and unions. Portfolio holder	Report to Cabinet	31.07.02
Jun02/35	Housing Stock Transfer	The Cabinet may be required to consider residual issues relating to the transfer of the Council's housing stock to the Havebury Housing Partnership. <i>(NB The need for this item will be determined by the transfer process and a report may not be required at this meeting)</i>	All	Cabinet	Ray Nowak Community	Jerry Massey (01284) 757301	Housing Transfer Panel, portfolio holder, Havebury, tenants, unions and advisers, as applicable	Report to Cabinet	31.07.02

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Jun02/36	St John's Street (lower section), Bury St Edmunds – environmental enhancement scheme	Final details of this previously identified scheme.	Eastgate and Risbygate	Director of Planning & Transportation	Peter Dulieu Environment	Steve Boor (01284) 757328	Local occupiers, portfolio holder and ward members	None	Not earlier than July 2002
Jun02/37	Cornhill, Bury St Edmunds – environmental enhancement scheme	The Cabinet will consider the details of this previously identified scheme	Bury St Edmunds	Cabinet	Peter Dulieu Environment	Steve Boor (01284) 757328	Local occupiers, portfolio holder and ward members	Report to Cabinet	31.07.02
Jun02/38	Creation of a regional cultural centre on Cattle Market site	Report on further progress on the development of this centre	All	Cabinet	Ray Nowak Community	Steve Palframan (01284) 757061	Key Stakeholders	Report to Cabinet	31.07.02
Jun02/39	Pedestrian crossing for Horringer Court Middle School	Concerns as to the safety of children crossing a busy road without a school crossing patrol	Horringer Court	Cabinet	Peter Dulieu Environment	Steve Boor (01284) 757328	Horringer Court Middle School, residents, nearby properties, police, ward member	Report to Cabinet	31.07.02
Jun02/40	Haverhill Lorry Management Scheme	The Cabinet will consider the details of this previously identified scheme including any necessary Traffic Regulation Orders	Haverhill	Cabinet	Peter Dulieu Environment	Steve Boor (01284) 757328	Local consultation, including Town Council. Portfolio holder and ward members	Report to Cabinet	31.07.02
Jun02/41	Cultural Activities in Haverhill	Strategic Plan for enhancing activities	Haverhill and	Cabinet	Mark Ereira-Guyer	Steve Palframan	Local consultation,	Report to Cabinet	31.07.02

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			district		Culture	(01284) 757060	including Town Council. Portfolio holder and ward members		
Jun02/42	Honey Hill/Sparhawk Street, Bury St Edmunds – traffic management scheme	The Cabinet will consider the details of this previously identified scheme	Abbeygate	Cabinet	Peter Dulieu Environment	Steve Boor (01284) 757328	Local occupiers. Portfolio holder and ward members	Report to Cabinet	31.07.02
Jun02/43	Priorities for capital investment in the two leisure centres	Normally leisure centres are modernised and refurbished on an eight-year cycle, and by this standard improvements at both leisure centres are long overdue. In recent discussions about possible partnership, private sector sources have expressed the view that the leisure centres are looking tired and outdated	All	Cabinet	Gerry Kiernan Resources	Steve Palframan (01284) 757060	Survey, focus groups, Members, Users	Report to Cabinet	31.07.02
Jun02/44	Audio System for Council Chamber	The increasing use of the Council Chamber for large meetings involving the public has led to the examination of an improved audio system	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304	Users of the Council Chamber	Report to Cabinet	31.07.02

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Jun02/45	Conservation Area for Hundon	Following extensive consultation, formal designation of this new Conservation Area is required	Hundon	Director of Planning & Transportation	Mike Ames Development	Christine Leveson (01284) 757356	Parish Council, amenity groups, property occupiers, portfolio holder and ward member	None	No earlier than July 2002
Jun02/46	Home energy efficiency – review of targets	Home energy efficiency improvements have not been sufficient to achieve the Council's existing targets by 2006. Additional action is now required to achieve set targets	All	Cabinet	Ray Nowak Community	Geoff Bouttell (01284) 757043	Registered Social Landlord partners and insulation companies	Report to Cabinet	28.08.02
Jun02/47	Local Plan	To agree the arrangements for the consultation on the Interim Replacement Plan (under the Policy Framework Rules) so that this can be agreed by full Council in September	All	Cabinet	Mike Ames Development	Ian Poole (01284) 757350		Report to Cabinet	28.08.02
Jun02/48	Future office accommodation for the Borough Council	The Cabinet will consider the report of the Member panel appointed to look at this issue	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304 Betty Albon (01284)	Member panel, service managers, possible partners	Report to Cabinet	28.08.02

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						757112			
Jun02/49	Offering 'Autumn Feste'	Developing a programme of activities in the autumn half term for all age groups across the Borough	All	Cabinet	Mark Ereira-Guyer Culture	Nick Wells (01284) 757630	Key stakeholders	Report to Cabinet	28.08.02
Jun02/50	Residents' parking schemes in Haverhill and Bury St Edmunds	There is an annual programme for the investigation of new schemes. Following local consultation individual schemes may be put forward during the year	Various Haverhill and Bury St Edmunds	Director of Planning & Transportation	Peter Dulieu Environment	Steve Boor (01284) 757328	Local occupiers, local ward members and portfolio holders	None	Ongoing August 2002 onwards
Jun02/51	Suffolk Municipal Waste Management Strategy	Interim Update	All	Cabinet	Peter Dulieu, Environment	Sandra Pell (01284) 757338	Portfolio holder	Report to Cabinet	18.09.02
Jun02/52	Consultation Draft St Edmundsbury Local Plan	To approve this major policy document for consultation purposes, in accordance with the policy framework procedure	All	Cabinet	Mike Ames Development	Ian Poole (01284) 757350	Local Plan Panel will prepare draft. Purpose of decision is to approve document for formal consultation.	Report to Cabinet and draft plan	18.09.02
Jun02/53	Dry recyclables collection - review of trial results	The Cabinet will review the pink bag collection trials held during 2002 in	All	Cabinet	Peter Dulieu, Environment	Sandra Pell (01284) 757338	Portfolio holder. The review will use feedback	Report to Cabinet	18.09.02

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		various areas					during trials		
Jun02/54	Approval of Environmental Health and Housing Service Plan 2003/2004	This annual plan will contain issues to be undertaken as part of Environmental health & Housing Services' contribution to the Council's strategic objectives	All	Cabinet	Ray Nowak Community	Mike Dawson (01284) 757046	Portfolio holders and key partners. Overview and Scrutiny Committee	Report to Cabinet and service plan	18.09.02
Jun02/55	Agreed scheme for Cattle Market redevelopment, Bury St Edmunds (including proposed regional cultural centre)	The Council is scheduled to agree a final scheme by the end of September. Part of this consideration will include the proposal for a regional cultural centre on the site.	All	Cabinet	Ray Nowak Community	Nigel Badcock (01284) 757300	Cattle Market Redevelopment Working Party, which has overseen wide community consultation	Report to Cabinet	18.09.02
Jun02/56	Future staffing structure of Engineering Design Services	A review is required as part of the Best Value Improvement Plan for Construction Consultancy Services	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304	Service users and Suffolk County Council	Report to Cabinet	18.09.02
Jun02/57	Brackland Area, Bury St Edmunds – area wide traffic calming	Approval is required for the details of this previously identified scheme	Eastgate and Risbygate	Cabinet	Peter Dulieu, Environment	Steve Boor (01284) 757328	Local occupiers, ward members and Portfolio holder	Report to Cabinet	18.09.02
Jun02/58	Regional Planning Guidance 2021 – issues report	The Cabinet will need to consider the issues report as part of the process	All	Cabinet	Mike Ames Development	Jerry Massey (01284) 757301	Appropriate members. None other required - Borough	Report to Cabinet	18.09.02 (or later)

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							Council is a consultee		
Jun02/59	Kings Road, Bury St Edmunds – Traffic Management Scheme	Approval is required for the details of this previously identified scheme	Abbeygate and Risbygate	Cabinet	Peter Dulieu Environment	Steve Boor (01284) 757328	Local occupiers, ward members and Portfolio holder	Report to Cabinet	18.09.02 (or later)
Jun02/60	Review of Highway Agency	This review has been initiated by Suffolk County Council, on for whom the Borough Council acts as an agent	All	Cabinet	Peter Dulieu Environment	Nigel Badcock (01284) 757305/ Jerry Massey (01284) 757301	Portfolio holder. Joint working	Report to Cabinet	18.09.02 (or later)
Jun02/61	Model Standard Conditions for Public Entertainment	The local Government Licensing Forum has published model standard conditions with the objective of introducing similar standards across the UK. The Council will need to consider the adoption/non-adoption of these conditions. This item may be deferred.	All	Cabinet	Ray Nowak Community	Hilary Workman (01284) 757113	Other authorities and agencies and service users. Portfolio holder and Chairman of Licensing & Regulatory Committee.	Report to Cabinet	18.09.02 (or later)
Jun02/62	Review of Local Parking Issues in Bury St Edmunds and Haverhill	The Borough Council intends to make a combined Traffic Regulation Order for	Various Haverhill and Bury St	Director of Planning & Transportation or	Peter Dulieu Environment	Steve Boor (01284) 757328	Extensive consultation with local residents and	None	No earlier than Sept 2002

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		each town. These Orders will contain a variety of proposals arising from extensive local consultation. If no formal objections are received to the Orders they will be confirmed by officers under existing delegated powers	Edmunds	Cabinet (as required)			businesses, local ward members, portfolio holder, Town Council, police and other agencies		
Jun02/63	Future management arrangements, Tayfen Meadows, Bury St Edmunds	The Tayfen Meadows is allocated in the Local Plan as an important open area. Part of the area is owned by the Borough Council and currently managed by the Spring Lane Wildlife Trust. The remaining part of the meadows is in private ownership and will be developed as an important open area as part of a wider residential development in this locality. In consultation with the local community the Borough Council is investigating the longer	Bury St Edmunds	Cabinet	Peter Dulieu Environment	Richard Livall (01284) 757368	Local Residents Association; Nature Conservation Forum and other bodies interested in the future management of this area	Report to Cabinet	9.10.02

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		term management arrangements for the whole of the Tayfen Meadows area							
Jun02/64	Future use of Council buildings	This report arises from the ongoing review of operational property, specifically Bury St Edmunds and Haverhill Sports and Leisure Centres	All	Cabinet	Gerry Kiernan Resources	Ivan Sams (01284) 757304/ Betty Albon (01284) 757112	User groups and service managers	Report to Cabinet	30.10.02

Items shown on Previous Forward Plans No Longer Required

Ref	Item	Reason
May 02/48	Local Searches Staffing Provision in Department of Planning and Transportation	Item to Cabinet Meeting 28 May 2002

14th June2002

Roy Bebbington

Head of Democratic Services