

St Edmundsbury Borough Council

Forward plan of likely key decisions March to June 2008

Ref	Decision	Background	Wards Affected	Decision Taker	Portfolio	Lead Officer	Consultation to be Undertaken	Documents to be Submitted	Expected Date of Decision	
Mar08/01	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
Mar08/02	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
Mar08/03	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

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Mar08/04	The Cabinet will be asked to consider a number of issues surrounding Hackney Carriage and Private Hire Vehicles.	The issues are to consider de-restriction of numbers of Hackney Carriage plates issued in the Borough, adoption of a local policy aimed at increasing the number of accessible Hackney Carriage and Private Hire Vehicles available to disabled people and to review the Policy and Conditions relating to Hackney Carriage and Private Hire Licences.	All	Cabinet	Sara Mildmay-White Community	Hilary Workman 01284 757113	Existing Hackney Carriage and Private Hire Vehicle licence holders, Suffolk Constabulary, Portfolio Holder.	Report to Cabinet	No earlier than 19/03/08
Mar08/05	Haverhill Area Working Party/Haverhill Masterplan: 28/02/2008	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

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Mar08/06	The Cabinet is asked to consider the Council's Data Quality Policy	Good service delivery is reliant on the availability of complete, accurate and up-to-date information. The adoption of a Data Quality 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 19/03/08
Mar08/07	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
Mar08/08	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
Mar08/09	Development of the Local Area Agreement	The Cabinet may need to consider issues arising from the development of the next Local Area Agreement on an on-going basis.	All	Cabinet	John Griffiths	Leader of the Council	Mike Dawson 01284 757060	Portfolio Holders Report to Cabinet	No earlier than 19/03/08

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Mar08/10	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
Mar08/11	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	Sandra Pell 01284 757300	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 19/03/08
Mar08/12	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

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Mar08/13	Bury St Edmunds Town Centre and Cattle Market Working Party: 13/03/2008	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 19/03/08
Mar08/14	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

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Mar08/15	To approve, in principle, outsourcing the catering service at West Stow Country Park and undertake a market testing exercise for the preferred catering option in respect of the service.	The cafeteria has been run in-house since 2001 from the closure of Abbeyleisure Catering. The current service provides a basic and limited menu however, this menu could be extended to include a selection of hot snacks. The proposal will be to explore the market for operators interested in catering provision at West Stow Country Park to improve the service to customers	All	Cabinet	Lynsey Alex - ander	Culture and Sport	Dawn Goss/ Alan Baxter 01284 757096/729711	Customer Consultation has been undertaken and the results will be included in the report.	Report to Cabinet including results of the consultation.	No earlier than 19/03/08
Mar08/16	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 07/05/08
Mar08/17	Sports and Leisure Development Panel: 27/03/2008	To consider the recommendations from the Cabinet's Panel on an on going basis.	All	Cabinet	Lynsey Alex- ander	Culture and Sport	Mike Dawson 01284 757060	Customers, Abbeycroft Leisure and other partner organisations	Report to Cabinet	No earlier than 07/05/08

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Mar08/18	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
Mar08/19	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
Mar08/20	Haverhill Area Working Party/Haverhill Masterplan: 17/04/2008	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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Mar08/21	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
Mar08/22	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
Mar08/23	Development of the Local Area Agreement	The Cabinet may need to consider issues arising from the development of the next Local Area Agreement on an on-going basis.	All	Cabinet	John Griffiths Leader of the Council	Mike Dawson 01284 757060	Portfolio Holders	Report to Cabinet	No earlier than 07/05/08
Mar08/24	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

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Mar08/25	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 Community Mildmay - White	David Bird 01284 757035	As outlined in reports to the Working Party or Cabinet	Minutes	No earlier than 07/05/08
Mar08/26	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
Mar08/27	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

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Mar08/28	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
Mar08/29	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

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Mar08/30	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
Mar08/31	Approval is sought for the formal consultation response to be sent to Post Office Ltd	Post Office Ltd will consult the Borough Council regarding proposed post office closures on the Norfolk and West Suffolk area plan, which are part of St Edmundsbury.	All	Cabinet	Nigel Aitkens Economy and Asset Management	Jerry Massey 01284 757200	Overview and Scrutiny Committee and as part of the Rural Services Action Plan review via workshops Parish Conference, Rural News, Website and Community Spirit.	Report to Cabinet	No earlier than 07/05/08
Mar08/32	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
Mar08/33	Development of the Local Area Agreement	The Cabinet may need to consider issues arising from the development of the next Local Area Agreement on an on-going basis.	All	Cabinet	John Griffiths Leader of the Council	Mike Dawson 01284 757060	Portfolio Holders	Report to Cabinet	No earlier than 21/05/08

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Mar08/34	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
Mar08/35	Central Safety Panel: 16/06/2008	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 25/06/08
Mar08/36	Joint Staff Consultative Panel: 17/06/2008	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 25/06/08
Mar08/37	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 25/06/08

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Mar08/38	West Suffolk House: The West Suffolk House Joint Committee will meet on 23/05/2008 and 20/06/2008	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 25/06/08
Mar08/39	Housing Strategy Review	The existing Housing Strategy ends in 2008 and a new strategy is being developed by all the District Councils in the Cambridge sub-region. The action plans for the strategy will have a local focus and the St Edmundsbury plan will be developed from the Housing Market Assessment recently undertaken. The 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 25/06/08
Mar08/40	Sustainable Development Panel: 27/05/2008	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 25/06/08

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Mar08/41	Asset Management Plan (AMP) and Capital Strategy Performance Management and Implementation Plans	Annual Report on performance in property management and setting the AMP action plan for 2008/2009 - 2010/2011	All	Cabinet	Nigel Aitkens	Economy and Asset Management	Betty Albon 01284 757307	Portfolio Holder and Overview and Scrutiny Committee	Report to Cabinet	No earlier than 25/06/08
Mar08/42	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 25/06/08
Mar08/43	Haverhill Area Working Party/Haverhill Masterplan: 05/06/2008	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 25/06/08
Mar08/44	Recommendations from the Grant Panel: 10/06/2008	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 25/06/08

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Mar08/45	Annual Reports and Corporate Planning	The Cabinet will review the Council's Corporate Plan (including the Best Value Performance Plan) and, through its Annual Report, present its priorities for the next year (2008/2009).	All	Cabinet	David Ray Performance and Organisational Development	Deborah Cadman 01284 757009	Officers, Overview & Scrutiny Committee, Policy Development and full Council. Public opinion through Suffolk Speaks and Best Value Customer Satisfaction Survey.	Report to Cabinet	No earlier than 25/06/08