

St Edmundsbury Borough Council
Forward plan of likely key decisions November 2008 to February 2009
(including Cabinet on 23 October 2008)

Ref	Decision	Background	Wards Affected	Decision Taker	Portfolio	Lead Officer	Consultation to be Undertaken	Documents to be Submitted	Expected Date of Decision
NOV08/01	Central Safety Panel: 20/10/2008	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, Recognised Trade Unions	Report to Cabinet	No earlier than 23/10/08
NOV08/02	The West Suffolk House Joint Committee will meet on: 03/10/2008	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 23/10/08
NOV08/03	Bury St Edmunds Area Working Party: 14/10/2008	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	Patsy Dell 01284 757306	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 23/10/08

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NOV08/04	Sustainable Development Panel: 21/10/2008	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	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 23/10/08
NOV08/05	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 23/10/08
NOV08/06	West Suffolk Waste and Street Scene Services Joint Committee: 17/10/2008	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 23/10/08

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NOV08/07	The Cabinet will be asked to approve the distribution of funding for the Rural Action Plan 2008/2011.	On 19 March 2008, the updated Rural Action Plan (RAP) 2008/2011 was adopted by the Cabinet . To assist with the implementation of the proposals identified in the RAP, the Cabinet had allocated £100,000 revenue funding in the 2008/2009 budget in addition to the funding placed in earmarked reserves. The Cabinet will now be asked to approve the distribution of the total funding allocation.	All Rural Wards	Cabinet	Nigel Aitkens/ John Griffiths Economy and Asset Management/ Rural Affairs and External Relationships	Andrea Mayley 01284 757343	Portfolio Holders	Report to Cabinet	No earlier than 23/10/08

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NOV08/08	Revenues and Benefits Service Write-off Policy	The Chief Finance Officer has the delegated authority to write-off small amounts that have been identified by the Revenues and Benefits Service. Write-offs amounting to over £750 require the approval of the Cabinet. The policy will be presented to the Policy Development Committee for review, to ensure a consistent approach to the management of debts.	All	Cabinet	Paul Farmer Resources and Efficiency	Sue Archer 01284 757271	Portfolio Holder and Policy Development Committee	Report of the Policy Development Committee	No earlier than 23/10/08

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NOV08/09	Local Authority Business Growth Incentive Scheme	The Local Authority Business Growth Incentive Scheme (LABGI) is a Government scheme whereby local authorities are rewarded in accordance with the economic growth of their area. The Cabinet will be asked to consider LABGI investment proposals for 2008/2009 and 2009/2010. In addition, the Cabinet will also consider a proposal for the investment of the capital receipt that was received from the sale of the Vision Centre in Bury St Edmunds.	All	Cabinet	Economy and Asset Management	Nigel Aitkens	Andrea Mayley 01284 757343	Portfolio Holder	Report to Cabinet	No earlier than 23/10/08
NOV08/10	Joint Staff Consultative Panel: 21/10/2008	To consider the recommendations of the Cabinet's Panel on an on going basis, if involving key decision(s).	All	Cabinet	Performance and Organisational Development	David Ray	Louise Hammond 01284 757008	Recognised Trade Unions	Report to Cabinet	No earlier than 23/10/08

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NOV08/11	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	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 23/10/08
NOV08/12	Covert Surveillance Policy	The Cabinet will be asked to consider the recommendations of the Policy Development Committee regarding the update of the Council's Surveillance Policy, which had arisen following areas for improvement identified by the Assistant Surveillance Commissioner during an inspection in August 2008.	All	Cabinet	David Ray Performance and Organisational Development	Joy Bowes 01284 757141	Portfolio Holder and Policy Development Committee	Report to Cabinet	No earlier than 23/10/08

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NOV08/13	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 03/12/08
NOV08/14	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	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 03/12/08
NOV08/15	West Suffolk House: The West Suffolk House Joint Committee will meet on 07/11/2008	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	Portfolio Holders	Report to Cabinet	No earlier than 03/12/08

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NOV08/16	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 03/12/08

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NOV08/17	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 03/12/08
NOV08/18	Bury St Edmunds Area Working Party: 25/11/2008	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 and its surrounding area. Normally, these matters will be referred through the Bury St Edmunds Area Working Party.	All	Cabinet	Sara Mildmay -White Community	Patsy Dell 01284 757306	As outlined in reports to the Working Party or Cabinet	Cabinet reports and minutes of Working Party	No earlier than 03/12/08

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NOV08/19	Sustainable Development Panel: 11/11/2008 and 02/12/2008	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	Patsy Dell 01284 757306	As outlined in reports to the Panel or Cabinet	Reports to Panel and minutes	No earlier than 03/12/08
NOV08/20	Recommendations from the Grant Panel: 18/11/2008	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 757060	Portfolio Holder and voluntary organisations	Recommendations from Grant Panel	No earlier than 03/12/08
NOV08/21	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 03/12/08
NOV08/22	Haverhill Area Working Party/Haverhill Masterplan: 20/11/2008	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	Patsy Dell 01284 757306	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 03/12/08

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NOV08/23	Review of Private Sector Grants System (Homes Assistance Policy)	The Policy Development Committee will review the policy to improve and widen the scope of assistance offered, linking to the Housing Stock Condition Survey.	All	Cabinet	Sara Mildmay - White Community	Richard White-head 01284 757037	Policy Development Committee, Home Improvement Agency, Landlords, Registered Social Landlords, disability groups and other relevant groups.	Report of the Policy Development Committee to Cabinet	No earlier than 03/12/08
NOV08/24	Review of the Bury Festival	The Cabinet will be asked to consider the recommendations of the Review of the Bury Festival from the Policy Development Committee.	All	Cabinet	Lynsey Alexander Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Theatre Royal and Art Gallery.	Report of the Overview and Scrutiny Committee to Cabinet	No earlier than 03/12/08

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NOV08/25	The Cabinet will be asked to consider the recommendation(s) of the Licensing and Regulatory Committee in respect of a proposed amendment to the Borough Council's Statement of Licensing Policy (SoLP) to incorporate a Special Area Policy for the area bounded by the following streets: Abbeygate Street, Guildhall Street, Westgate Street, Crown Street and Angel Hill.	Abbeygate Ward Members, Councillors Farmer and Rout have requested that the Licensing and Regulatory Committee consider the adoption of a Special Area Policy for part of the historic core in Bury St Edmunds because they consider the cumulative impact on the four licensing objectives is detrimental to residents and businesses.	All	Cabinet	Sara Mildmay-White	Community	Hilary Workman 01284 757113	Report of the Licensing and Regulatory Committee to Cabinet	No earlier than 03/12/08
NOV08/26	St Edmundsbury Borough Council's response to the Regional Spatial Strategy Review	The adopted East of England Plan is to be subject to a mini-review of housing numbers in the eastern region to roll provision forward to 2031.	All	Cabinet/Council	Terry Clements	Transport and Planning	Patsy Dell 01284 757306	Report to Cabinet	No earlier than 03/12/08

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NOV08/27	The Cabinet will be asked to approve the Customer Service Strategy	As part of service provision planning for West Suffolk House, the Customer Service Strategy is required to be reviewed, updated and clearly documented. Having a clearly defined Customer Service Strategy will support both the West Suffolk House Customer Service Team and the wider organisation to ensure that any alterations to service provision still meet the Borough Council's overall customer objectives.	All	Cabinet	David Ray Performance and Organisational Development	Liz Curtis-Woods 01284 757681	Customer Service Group (internal officer group including staff involved in customer service across the organisation), Portfolio Holder, Corporate Management Team/ Management Team, Policy Development Committee	Report to Cabinet	No earlier than 03/12/08
NOV08/28	Budget Setting: 2009/2010	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 to Cabinet	No earlier than 21/01/09
NOV08/29	Haverhill Area Working Party/Haverhill Masterplan: 15/01/2009	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	Nigel Aitkens Economy and Asset Management	Patsy Dell 01284 757306	As outlined in reports to the Working Party or Cabinet	Report to Cabinet	No earlier than 21/01/09

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NOV08/30	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	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 21/01/09	
NOV08/31	West Suffolk House: The West Suffolk House Joint Committee will meet on 05/12/2008	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	Ivan Sams 01284 757304	Economy and Asset Management/ Community/ Transport and Planning/ Resources and Efficiency	Ward Members, Portfolio Holders	Report to Cabinet	No earlier than 21/01/09
NOV08/32	Recommendations from the Grant Panel: 16/12/2008	To consider recommendations arising from the meetings of the Grant Panel on an ongoing basis	All	Cabinet	Paul Farmer/ Sara Mildmay-White	Mike Dawson 01284 757060	Resources and Efficiency/ Community	Portfolio Holder, Ward Members and voluntary organisations	Recommendations from Grant Panel	No earlier than 21/01/09

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NOV08/33	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, Department of Environment, Food and Rural Affairs, Forestry Commission, Natural England, Environment Agency, Suffolk Wildlife Trust, Woodland Ways and The Tree Council	Report of the Policy Development Committee to Cabinet	No earlier than 21/01/09
NOV08/34	Review of Leisure and Cultural Services	A strategic review will be undertaken in respect of the value of cultural services and how they contribute to the Corporate Plan and the wider agenda of the Borough Council. The review will also analyse the Council's cultural services provision on a long term basis.	All	Cabinet	Lynsey Alexander	Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Policy Development Committee	Report of the Policy Development Committee to Cabinet	No earlier than 21/01/09

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NOV08/35	West Suffolk Waste and Street Scene Services Joint Committee: 16/01/2009	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 21/01/09
NOV08/36	Review of the Cemeteries Service	This review will cover operational procedures, customer information and the cemetery rules and regulations. The regulations will cover policies relating to the cemeteries service.	All	Cabinet/Council	Lynsey Alexander Culture and Sport	Neil Anthony 01284 757064	Portfolio Holder, Policy Development Committee, funeral directors, deed holders, clergy, stone masons. Community Consultation Groups to be established.	Report from the Policy Development Committee to Cabinet	No earlier than 21/01/09
NOV08/37	Review of either the 'Housing' or the 'Health, Social Care and Safety' Vision 2025 Action Plan	A review of one of the six Action Plans set out in the Council's Vision 2025 document, which may lead to recommendations to the Cabinet.	All	Cabinet	Sara Mildmay - White Community	Carole Herries 01284 757603	Portfolio Holder and Policy Development Committee	Report of the Policy Development Committee	No earlier than 21/01/09
NOV08/38	Joint Staff Consultative Panel: 10/02/2009	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 11/02/09

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NOV08/39	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	Alex Wilson 01284 757695	Portfolio Holders, Councillors, Corporate Management Team, other Local Authorities in Suffolk, Community Organisations	Report to Cabinet	No earlier than 11/02/09
NOV08/40	Central Safety Panel: 09/02/2009	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, Recognised Trade Unions	Report to Cabinet	No earlier than 11/02/09
NOV08/41	Emergency Panel: 20/01/2009	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 Panel or Cabinet	Recommendations from Emergency Panel	No earlier than 11/02/09