



Forest Heath District Council

Forward Plan of Key Decisions to be considered at Cabinet Date: August 2012 – May 2013 Issue date: 18 July 2012

This plan shows both the key decisions and other decisions the Cabinet is intending to take over the next 10 months. The plan is updated every month.

Key decisions are taken at public meetings of Cabinet.

Members of the public wishing to make enquiries in respect of any of these issues should contact the named Officer in the first instance either on the telephone number listed against their name or via email using the format: firstname.surname@forest-heath.gov.uk

Ref.	Expected Decision Date	Subject/Purpose of Decision	Decision (D) or Rec (R) to Council on date	Portfolio Holder/ Contact Officer Details	Consultees/ Methods of Consultation	Wards Affected	Supporting Documents
	4 Sept 12						
Sep12/03		Receive Treasury Management Annual Report	R – Council 26/09/12	Cllr Edwards Lynda Pope 01638 719703		All	Report on performance
Sep12/08		Budget monitoring report – April – June 2012 (Revenue and Capital)	D (not key decision)	Cllr Edwards Lynda Pope 01638 719703		All	
Sep12/10		Award Horticultural and Arboricultural contract	D	Cllr Hirst Cllr Roman Simon Phelan 01638 719440		All	Results of procurement process
Sep12/13		Community Right to Bid - Implementation	R – Council 12/12/12	Cllr Millar Janice Rees 01638 719436		All	Draft process diagrams and scheme of delegation
Jul12(a)/03 (deferred from 3 July		Submission Version Consultation Document - Joint Development	R - Council 26/09/12	Cllr Burt Nicola Baker 01638 719423	Members Public Businesses	All	Options document Consultation results

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2012)		Management Policies (with SEBC)			SEBC		
Jul12(b)/14 (deferred from 31 July 2012)		Capital Improvement Scheme – Lady Wolverton Pavilion	D	Cllr Edwards Cllr Millar Simon Phelan 01638 719440	Current Tenant Local Members Suffolk County Council	Newmarket	Full Capital Business Appraisal
Jul12(b)/11 (deferred from 31 July 2012)		Council Tax Collection 2011/2012 Analysis	D (not key decision)	Cllr Edwards Sharon Jones 01842 756463		All	To be included in the report
	2 Oct 12						
Oct12/01		Approve new Green Travel Plan	D	Cllr Roman Keith Marley 01638 719233	Members Public Businesses	All	Draft plan
Oct12/02		Adopt new Corporate Enforcement Policy	R-Council 17/10/12	Cllr Roman Cllr Burt Keith Marley 01638 719233	Members Public Businesses	All	Draft policy
Oct12/04		Adopt new single pay and reward strategy	R- Council 17/10/12	Cllr Edwards Ruth Littlechild 01638 719326	Members Unions Staff SEBC	All	Report on joint proposals with SEBC
Oct12/05		Approve new ICT security and e mail usage policies	D	Cllr Edwards Lynda Pope 01638 719703	Members Unions Staff	All	Draft policy
Oct12/07		Approve new Risk Management strategy	D	Cllr Edwards Janice Rees 01638 719436	Members Staff SEBC	All	Draft Strategy

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Oct12/08		Decide new Legal form of ARP	D	Cllr Edwards Sharon Jones 01842 756463	ARP partners Members Unions	All	Options appraisal.
Sep12/02 (deferred from 4 September 2012)		Delivering sustainable budgets 2013/2014	D (not key decision)	Cllr Edwards Lynda Pope 01638 719703		All	
Sep12/04 (deferred from 4 September 2012)		Adoption of Asset Management Plan	R - Council 12/12/12	Cllr Edwards Andrew Claydon 01638 719412	Members Staff	All	Draft plan
Sep12/05 (deferred from 4 September 2012)		Pre-planned Maintenance report	D	Cllr Edwards Andrew Claydon 01638 719412	Members Staff Commercial tenants SEBC	All	Proposals for change
Sep12/06 (deferred from 4 September 2012)		Adoption of Capital Strategy	R - Council 12/12/12	Cllr Edwards Lynda Pope 01638 719703	Members	All	Draft Strategy
Sep12/07 (deferred from 4 September 2012)		Adoption of Medium Term Financial Strategy	R - Council 12/12/12	Cllr Edwards Lynda Pope 01638 719703	Members	All	Draft Strategy
Sep12/09 (deferred from 4 September		Adopt new Financial and Contract Procedure Rules	R - Council 12/12/12	Cllr Edwards Lynda Pope 01638 719703	Members Staff SEBC	All	Draft report detailing proposed changes

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2012)							
	6 Nov 12						
Nov12/01		Adopt new Policy for Council Tax support	R – Council 12/12/12	Cllr Edwards Sharon Jones 01842 756463	ARP partners Members Public	All	Draft policy
Nov12/02		Residents Parking Zone– assess options/ballot results	D	Cllr Edwards Cllr Burt Andrew Claydon 01638 719412	Residents Businesses Members Town Council	Newmarket	Option appraisal
Nov12/03		Determination of relief - NDR	D	Cllr Edwards Sharon Jones 01842 756463	ARP partners Members Businesses	All	Draft policy
Nov12/04		Approve Private Sector Housing Strategy	R - Council 12/12/12	Cllr Burt Keith Marley 01638 719233	Members Public Housing landlords Housing associations	All	Draft strategy incorporating consultation results
Nov12/06		Budget Monitoring Report – April – September 2012 (Revenue and Capital)	D (not key decision)	Cllr Edwards Lynda Pope 01638 719703		All	
Nov12/08		Receive Treasury Management Monitoring Report	R- Council 14/11/12	Cllr Edwards Lynda Pope 01638 719703			Report on performance
Dec12/02 (B/fwd from 4 December 2012)		Review of Anglia Community Leisure Contract – Outcome of Review & Implementation of Decisions	D	Cllr Hirst Simon Phelan 01638 719440		All	

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Jul12(b)/07 (deferred from 31 July 2012)		Approve Air Quality Strategy	D (not key decision)	Cllr Roman Keith Marley 01638 719233	Members Public Businesses	All	Draft strategy
Sep12/01 (deferred from 4 September 2012)		Approve Air Quality Action Plan for Newmarket	D	Cllr Roman Keith Marley 01638 719233	Members Public Local Businesses Steering group Town council	Newmarket	Draft action plan
	4 Dec 12						
Dec12/01		Review of Sex Establishment Licensing Policy	D	Cllr Roman Keith Marley 01638 719233	Public Members Businesses Police	All	Draft policy
Dec12/03		Anti Money Laundering Policy	R – Council 12/12/12	Cllr Edwards Andrew Claydon 01638 719412	Staff Members	All	
Jul12(a)/08 (deferred from 3 & 31 July 2012)		Home of horseracing - implementation of construction project	R - Council 12/12/12	Cllr Hirst Nigel McCurdy 01638 719412	Home of Horseracing Trust Partners Town council	Newmarket	Home of Horseracing Working Group and Council Reports
	15 Jan 13						
Oct12/06 (deferred from 2 October 2012)		Adopt new ICT strategy	R - Council 13/03/13	Cllr Edwards Lynda Pope 01638 719703	Members Staff SEBC	All	Draft Strategy
Oct12/03 (deferred from 2 October 2012)		Approve new Joint Communications Strategy	D	Cllr Millar Janice Rees 01638 719436	Members Staff SEBC Public	All	Draft strategy

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Jan13/01		Local Government Finance Act 1992 – The Collection Fund – Precept Arrangements 2013/2014	D	Cllr Edwards Lynda Pope 01638 719703			
Jan13/02		Council Tax Base for Tax Setting Purposes 2012/2013	D	Cllr Edwards Lynda Pope 01638 719703			
Jan13/03		Capital Programme – Approval of Capital Projects / Alterations to Capital Programme (report if required)	R – Council 04/03/13	Cllr Edwards Lynda Pope 01638 719703		All	Project appraisal / business cases
	5 Feb 13						
Feb13/01		Receive Treasury Management Annual Strategy Report, Code of Practice, MRP Policy and Prudential Indicators Report	R – Council 04/03/13	Cllr Edwards Lynda Pope 01638 719703		All	Draft strategy, policy and report
Feb13/02		Budget and Council Tax 2013/2014	R – Council 04/03/13	Cllr Edwards Lynda Pope 01638 719703	Members Public Businesses	All	Medium Term Financial Strategy Budget Assumptions
Feb13/03		Budget Monitoring Report – April – December 2012 (Revenue and Capital)	D (not key decision)	Cllr Edwards Lynda Pope 01638 719703		All	
Feb13/04		Capital Programme – Approval of Capital Projects / Alterations to Capital Programme (report if required)	R – Council 13/03/13	Cllr Edwards Lynda Pope 01638 719703		All	Project appraisal / business cases

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	5 Mar 13						
Mar13/01		Air quality assessment Brandon	D (not key Decision)	Cllr Roman Keith Marley 01638 719233	Members Public Businesses Town Council	Brandon	Draft proposals
Mar13/02		Adoption of Sustainable Development Strategy	R – Council 13/3/13	Cllr Roman Keith Marley 01638 719233	Members Public Businesses	All	Draft strategy
Mar13/03		Capital Programme – Approval of Capital Projects / Alterations to Capital Programme (report if required)	R – Council 13/03/13	Cllr Edwards Lynda Pope 01638 719703		All	Project appraisal / business cases
	9 Apr 13						
	14 May 13						

Key decisions are:

- (i) decisions contrary to or not wholly in accordance with the authority's approved budget;
- (ii) decisions which would result in any expenditure or reduction in expenditure of £25,000, if specifically mentioned within the approved Revenue Budget or Capital Programme;
- (iii) decisions contrary to a policy, plan or strategy approved by the Council or a Committee of the Council;
- (iv) decisions which raise new issues of policy;
- (v) decisions which require any of the following:
 - A Staff: It will give rise to the need to appoint additional permanent staff for which there is no budget provision or to delete posts from the establishment.
 - B Land: Requires the acquisition or disposal of any land or interest in land in excess of a value of £300,000;
- (vi) decisions which comprise or include the making, approval or publication of a draft or final scheme which may require, either directly or in the event of objections, the approval of a Minister of the Crown;