



Forest Heath District Council

List of Key Decisions
Date: September 2013 – May 2014
Issue date: 5 August 2013

This list shows both the key decisions and other decisions Forest Heath District Council is intending to take over the coming months. The list is updated every month.

Key decisions are taken at public meetings of Cabinet and its Joint Committees, however, some decisions may be held in private during the parts of the meetings at which the public may be excluded, when it is likely that confidential or exempt information would be disclosed, and as indicated on the agenda by reference to the descriptions in Schedule 12A to the 1972 Act.

Members of the public wishing to:-

- make enquiries in respect of any of the intended decisions listed below; or
- receive copies of any of the documents listed below; or
- submit documents for consideration in relation to the intended decisions listed below

should contact the named Officer in the first instance, either on the telephone number or email listed against their name or via Forest Heath District Council, District Offices, College Heath Road, Mildenhall, Bury St Edmunds, Suffolk, IP28 7HQ.

Meetings of Cabinet:

Ref.	Expected Decision Date	Subject/Purpose of Decision	Exempt Paragraph (if applicable)	Decision (D) or Rec (R) to Council on date	Portfolio Holder/ Contact Officer Details	Wards Affected	Supporting Documents
	3 Sept 13						
Sep13/02		Suffolk Growth Strategy Delivery Plan		D (non key)	Cllr Bowman Andrea Mayley 01284 757343 andrea.mayley@westsuffolk.gov.uk	All	Draft strategy

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Sep13/03		Housing – Designated Persons Policy		R- Council 9/10/13	Cllr Rona Burt Simon Phelan 01638 719440 simon.phelan@westsuffolk.gov.uk	All	
Sep13/04		Treasury Management Annual Report		R – Council 25/09/13	Cllr Edwards Rachael Mann 01639 719245 rachael.mann@westsuffolk.gov.uk	All	
Sep13/05		Joint Affordable Housing Supplementary Planning Document		R (key) – Council 9/10/13	Cllr Burt Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk & Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk & Ian Poole ian.poole@westsuffolk.gov.uk	All	Local Plan Working Group Report – July 2013
Sep13/06		Cambridgeshire Sub-Region Memorandum of Co-operation Between the Local Authorities in		D (key)	Cllr Burt Nicola Baker 01638 719423 nicola.baker@	All	Local Plan Working Group Report – July 2013

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		the Cambridge Housing Market Area (CHMA)			westsuffolk.gov.uk & Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk & Ian Poole ian.poole@westsuffolk.gov.uk		
Sep13/07		Joint Forest Heath District Council and St Edmundsbury Borough Council Local Development Scheme		D (non key)	Cllr Burt Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk & Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk & Ian Poole ian.poole@westsuffolk.gov.uk	All	Local Plan Working Group Report – July 2013
Sep13/08		Growth Plans for the New Anglia Local Enterprise Partnership and Greater Cambridge/Greater Peterborough Local		D (non key)	Cllr Bowman Andrea Mayley 01638 719412 andrea.mayley@westsuffolk.gov.uk	All	

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		Enterprise Partnership					
May13/03 (deferred from 14 May & 25 June 2013)		Consultation on Statement of Community Involvement		D (non key) – may be R to Council	Cllr Burt Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk & Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk	All	Local Plan Working Group Report – July 2013
Apr13/03 (deferred from 9 April, 14 May & 25 June 2013)		Regeneration of Old Bakery, Mildenhall	Paragraph 3 – <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</i>	D	Cllr Burt Cllr Bowman Simon Phelan 01638 719440 simon.phelan@westsuffolk.gov.uk	Market (Mildenhall) Ward	
Jun13/01 (deferred from 25 June 2013 & brought forward		Developing a West Suffolk Contaminated Land Strategy – Post Consultation		R – Council 9/10/13	Cllr Roman Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk &	All	Draft strategy

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from 15 October 2013)					Peter Gudde 01284 757042 peter.gudde@westsuffolk.gov.uk		
Mar13/04 (deferred from 5 March, 9 April & 25 June 2013)		Brandon Country Park Management	Paragraph 1 – <i>“Information relating to any individual”</i>	D	Cllr Hirst Liz Watts 01284 757252 liz.watts@westsuffolk.gov.uk & Neil Anthony 01284 757064 neil.anthony@westsuffolk.gov.uk	Brandon Wards	
	15 Oct 13						
Oct13/01		Early Morning Restriction Orders		D – non key	Cllr Roman Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk & Tom Wright 01638 719223 tom.wright@westsuffolk.gov.uk	All	Report of the Licensing Committee – September 2013

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Oct13/02		HR Policy(ies) – TBC		R- Council 11/12/13	Cllr Edwards Karen Points 01284 757015 Karen.points@westsuffolk.gov.uk		Reports of the West Suffolk Joint Staff Consultative Panel – September 2013
Oct13/03		Customer Access ICT Solution	Paragraph 3 - <i>"information relating to the financial or business affairs of any particular person (including the authority holding that information"</i>	D	Cllr Millar Davina Howes 01284 757070 davina.howes@westsuffolk.gov.uk	All	Report to Cabinet
Oct13/04		West Suffolk Joint Housing Strategy – Scoping Document		D	Cllr Burt Simon Phelan 01638 719440 simon.phelan@westsuffolk.gov.uk	All	Report to Cabinet
Oct13/05		Adoption of the Joint Empty Homes Strategy		R – Council 11/12/13	Cllr Burt Simon Phelan 01638 719440 simon.phelan@westsuffolk.gov.uk	All	Report to Cabinet with recommendations to full Council

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Jun13/02 (deferred from 25 June & 3 September 2013)		West Suffolk Sustainable Development Strategy		R- Council 11/12/13	Cllr Roman Nicola Baker 01638 719423 nicola.baker@westsuffolk.gov.uk & Peter Gudde 01284 757042 peter.gudde@westsuffolk.gov.uk	All	Draft strategy
	26 Nov 13						
Nov13/01		Revenues Collection Performance and Write Offs	Paragraph 1 – " <i>Information relating to any individual</i> "	D – may be key decision dependent on write off total	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	
Nov13/02		West Suffolk Families & Communities Draft Strategy and Action Plan		D (key)	Cllr Millar Davina Howes 01284 757070 davina.howes@westsuffolk.gov.uk & Neil Anthony 01284 757064 neil.anthony@westsuffolk.gov.uk		Report to Overview & Scrutiny Committee – October 2013

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Nov13/03		Core Strategy Single Issue Review – Draft Consultation Document	Paragraph 3 – <i>"information relating to the financial or business affairs of any particular person (including the authority holding that information"</i>	D (non key)	Cllr Burt Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk	All	Local Plan Working Group – September 2013
Nov13/04		Site Specific Allocations – Draft Consultation Document and Public Consultation Strategy	Paragraph 3 – <i>"information relating to the financial or business affairs of any particular person (including the authority holding that information"</i>	D (non key)	Cllr Burt Marie Smith 01638 719260 marie.smith@westsuffolk.gov.uk	All	Local Plan Working Group – September/October 2013
	7 Jan 14						
Apr14/01 (brought forward from 1 April 2014)		Adoption of the West Suffolk Joint Housing Strategy		R – Council 12/03/14	Cllr Burt Simon Phelan 01638 719440 simon.phelan@westsuffolk.gov.	All	Draft strategy

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	18 Feb 14						
Feb14/01		Revenues Collection Performance and Write Offs	Paragraph 1 – " <i>Information relating to any individual</i> "	D – may be key decision dependent on write off total	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	
Feb14/02		Council Tax Base for Tax Setting Purposes 2014/2015		D (non key)	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	Report to Cabinet, with recommendations to Council
Feb14/03		Joint Employee Information and Communication Technology (ICT) Security Policy		R – Council 12/03/14	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	Report to Cabinet, with recommendations to Council
Feb14/04		Draft Corporate/Strategic Plan		R- Council 12/03/14	Cllr Waters Davina Howes 01284 757070 davina.howes@westsuffolk.gov.uk	All	Recommendations of the Overview and Scrutiny Committee to Cabinet and Council

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Sep13/01 (deferred from 3 September 2013)		Adoption of Joint Procurement Strategy		R – Council 12/03/14	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	Draft Strategy
Sep12/07 (deferred from 4 September 2012, 2 October 2012, 15 January 2013 & 3 September 2013)		2014/2015 Budget and Medium Term Financial Strategy		R – Council 26/02/14	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	Draft Strategy
Sep12/06 (deferred from 4 September 2012, 2 October 2012, 5 January 2013 & 3 September 2013)		Adoption of Joint Capital Strategy		R – Council 26/02/14	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk	All	Draft Strategy
Oct12/07 (deferred from 2		Adoption of new Joint Risk Management strategy		R – Council 12/03/14	Cllr Edwards Rachael Mann 01638 719245	All	Draft Strategy

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October 2012, 15 January 2013 & 3 September 2013)					rachael.mann@westsuffolk.gov.uk		
Oct12/06 (deferred from 2 October 2012, 15 January, 5 February 2013 & 3 September 2013)		Adoption of new Joint Information and Communications Technology (ICT) Strategy		R – Council 12/03/14	Cllr Edwards Rachael Mann 01638 719245 rachael.mann@westsuffolk.gov.uk & Chris Woodhouse 01284 757230 chris.woodhouse@westsuffolk.gov.uk	All	Draft Strategy – Cabinet recommendations to Council
	1 April 14						
Jul12(b)/14 (deferred from 31 July, 4 September, 2 October, 6 November & 4 December 2012 and 15 January, 5		Capital Improvement Scheme – Lady Wolverton Pavilion		R – Council 07/05/14	Cllr Millar Cllr Edwards Mark Walsh 01284 757300 mark.walsh@westsuffolk.gov.uk	St Mary’s (Newmarket) Ward	Full Capital Business Appraisal

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February & 5 March 2013 then brought forward from June 2013 and finally deferred from 9 April 2013)							
	27 May 14						

Meetings of Joint Committees:

Anglia Revenues & Benefits Partnership Joint Committee

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	2 Oct 13						
	12 Dec 13						

West Suffolk Waste and Street Scene Services Joint Committee

Ref.	Expected Decision Date	Subject/Purpose of Decision	Exempt Paragraph (if applicable)	Decision (D) or Rec (R) to Council on date	Portfolio Holder/ Contact Officer Details	Wards Affected	Supporting Documents
	18 Oct 13						
Oct13/01 (JWC)		Procurement of Waste Transfer and Recycling Services	Paragraph 3 <i>"Information relating to the financial or business affairs of any particular person (including the authority holding that information)"</i>	D	CLlr Roman Mark Walsh 01284 757300 mark.walsh@westsuffolk.gov.uk	All	Report to the Joint Committee
	17 Jan 14						

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	21 Mar 14						

Joint Development Management Policies Committee

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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 not 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;