

SUFFOLK COASTAL DISTRICT COUNCIL

FORWARD PLAN OF KEY DECISIONS

1 March 2012 to 30 June 2012

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FORWARD PLAN OF KEY DECISIONS

Explanatory Note

The District Council is required to publish a Forward Plan of all key decisions to be taken in the following four months. The first Forward Plan began on 3rd December 2001 and will be updated monthly on a rolling basis. The Plan will be available 14 days before the beginning of each month.

The Forward Plan shows the details of the key decisions to be taken by the Cabinet, Cabinet members and by officers under their delegated powers.

The Plan identifies:

- when those decisions will be taken;
- who will make the decision;
- to whom representations can be made and how;
- what arrangements are proposed to consult the public and other organisations about the decisions and;
- who you can contact about the decision and how to obtain copies of those documents.

The District Council has decided that the Plan will include decisions which involve expenditure or savings of £50,000 or more.

It will also include decisions which have a significant effect on communities in two or more wards which change or propose changes to the way local services are used or provided.

Copies of the documents referred to in the Plan, except where confidential or exempt information may be disclosed, may be obtained from the contact officer whose name and e-mail address appears in the Plan. The office address will be Melton Hill, Woodbridge, Suffolk in most cases.

The Plan is available on the District Council's Website. It will also be available for inspection at The District Council Offices in Woodbridge from 8.45 a.m. to 5.15 p.m. Monday to Thursday and 4.45 p.m. on Fridays.

If you have any queries about the items contained in the Forward Plan, please contact the Democratic Services Section on (01394) 444326 or e-mail democratic.services@suffolkcoastal.gov.uk.

Stephen Baker
Chief Executive

FORWARD PLAN – 1 March 2012 to 30 June 2012

During the period 1 March 2012 to 30 June 2012 Suffolk Coastal District Council plans to take the following key decisions.

For any enquiries about the Forward Plan, please contact the Democratic Services Section on (01394) 444326 or by e-mailing democratic.services@suffolkcoastal.gov.uk. Representations must be made in writing by post or e-mailed direct, or through your local District Councillor, the relevant Cabinet member or the officer named in the Plan.

DATE DECISION EXPECTED	DECISION MAKER	TOPIC	PURPOSE	BUSINESS CASE APPRAISAL REQUIRED	BACKGROUND PAPERS	MAIN CONSULTEES AND CONSULTATION METHODS	CONTACTS	
							CABINET MEMBER(S)	OFFICER(S)
6 March 2012	Cabinet	Outdoor Play Space Fund	To gain approval for the allocation of up to £35,000 from the Outdoor Playspace Fund (sports pot) towards the development of an all weather pitch at Kesgrave High School	No	None	Local Sporting Community SCDC Sports Development	Geoff Holdcroft Geoff.holdcroft@suffolkcoastal.gov.uk	Jennie Catling, Outdoor Play Development Officer Jennie.catling@suffolkcoastal.gov.uk Cheryl Holder, Community and Cultural Services Manager Cheryl.holder@suffolkcoastal.gov.uk
3 April 2012	Cabinet	Landguard Visitor Centre	Consider adoption of interim visitor centre in accordance with revised Felixstowe south S106 Agreement, on behalf of the Landguard Partnership	Yes	None other than published papers	Within the Landguard Partnership	Andrew Nunn Andrew.nunn@suffolkcoastal.gov.uk	Andy Wright Head of Community and Economic Services Andy.wright@suffolkcoastal.gov.uk

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June 2012	Cabinet	Joint Procurement of Electronic Services to Support Revenues and Benefits	Procurement of services to design and print documents	No	None	Nine local authorities including Suffolk Coastal District Council	Robert Whiting Robert.whiting@suffolkcoastal.gov.uk T-J Haworth Terry- Jill.haworth@suffolkcoastal.gov.uk	Paul Corney (Head of Revenues and Benefits) Paul.corney@waveney.gov.uk
ADDITIONAL ITEMS								
6 March 2012		Allocation of Section 123 Funding on the Felixstowe South Seafront Site	To allocate the funding.	No	None	None	Robert Whiting Robert.whiting@suffolkcoastal.gov.uk	Steve Whelan Head of ICT and Corporate Services Steve.whelan@suffolkcoastal.gov.uk
6 March 2012	Cabinet	Pre-planning Application Charging	To agree the principle of establishing a charging regime for pre-planning application charges.	No	None	None	Andy Smith Andy.smith@suffolkcoastal.gov.uk	Philip Ridley Head of Planning Services Philip.ridley@suffolkcoastal.gov.uk
3 April 2012	Cabinet	Asset Divestment / Disposals	To approve transactions regarding land and property matters concerning Suffolk Coastal District Council.	No	None	Various stakeholders according to specific transaction	Robert Whiting Robert.whiting@suffolkcoastal.gov.uk	Richard Alexander Service Manager, Strategic Partnership Management Richard.alexander@waveney.gov.uk David Gallagher Head of Customer & Commercial Partnerships David.gallagher@waveney.gov.uk

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3 April 2012	Cabinet	East Suffolk Partnership	To agree Suffolk Coastal District Council representation and funding arrangements for the new East Suffolk Partnership.	No	Suffolk Coastal Local Strategic Partnership Board: 1 February 2012 and 19 October 2011. Joint meeting of Suffolk Coastal and Waveney Local Strategic Partnerships: 30 September 2011.	Partners in the current Suffolk Coastal and Waveney Local Strategic Partnerships.	Ray Herring Ray.herring@suffolkcoastal.gov.uk	Tony Osmani Strategic Director Tony.osmani@suffolkcoastal.gov.uk Arthur Charvonia Assistant Chief Executive Arthur.charvonia@waveney.gov.uk
3 April 2012	Cabinet	Suffolk Coast & Heaths AONB Memorandum of Agreement	Commitment to sign up to the Suffolk Coast and Heaths AONB Memorandum of Agreement & support the review of governance arrangements.	No	None	Suffolk Coast & Heaths Joint Advisory Committee	Andrew Nunn Andrew.nunn@suffolkcoastal.gov.uk	John Davies Countryside & Open Space Manager John.davies@suffolkcoastal.gov.uk
June 2012	Cabinet	Planning – Design and Conservation	Proposed adoption as Supplementary Planning Documents of appraisals for the conservation areas of Blythburgh, Brandeston, Cretingham, Darsham, Dennington, Huntingfield and Saxtead.	No	Conservation Area files for Blythburgh, Brandeston, Cretingham, Darsham, Dennington, Huntingfield and Saxtead.	Parish Councillors, Ward Members, villagers, Suffolk Preservation Society, County Archaeology, website, Coastline, press release, residents' mail shot.	Andy Smith Andy.smith@suffolkcoastal.gov.uk	Robert Scrimgeour Senior Design & Conservation Officer Robert.scrimgeour@suffolkcoastal.gov.uk

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June 2012	Cabinet	Future options for the Spa Pavilion Theatre, Felixstowe	To discuss the preferred option for the future of the Spa Pavilion Theatre, Felixstowe.	Produced as phase 2 of the options appraisal to provide the future delivery option and model for the asset.	Options Appraisal.	Various internal and external stakeholders and part of the communications plan associated with the project.	Geoff Holdcroft Geoff.holdcroft@suffolkcoastal.gov.uk	David Gallagher Head of Customer Services and Commercial Partnerships David.gallagher@waveney.gov.uk