



Forward Plan of Key & Exempt Decisions

for the period

March 2024 to July 2024

Published 27 February 2024

This Forward Plan contains details of all of the Key/Exempt Decisions that are planned over the next four months. It will be updated and published every month. This Forward Plan is being published in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

A Key Decision is one, which is likely to:

- (a) result in the Council incurring expenditure, or making savings, in excess of £250,000, or which are significant having regard to the local authority's budget for the service or function to which the decision relates; or
- (b) be significant in terms of its effects on communities living or working in an area comprising two or more Wards or electoral divisions in the area of the Council.

Consideration of Key/Exempt Decisions

The majority of items will be considered at a meeting to which any member of the public may attend and observe, but may not speak. Any items marked with an asterisk * and categorised as an 'Exempt Report' may be taken in private, if the related documentation contains "Exempt" or "Confidential" Information as defined in Schedule 12A of the Local Government Act 1972.

Cabinet Members will consider information on key decisions through reports, associated appendices and schedules etc. Other documentation relevant to the decision being made may also be submitted for consideration. Subject to the 'exemption and confidentiality' qualifications above, copies or extracts from any report or related documentation relating to a key decision will be available from the relevant Contact Officer listed in this Plan.

THE CABINET – CONTACT DETAILS

Name	Telephone Nos	E-Mail Address
Cllr Topping, Caroline (Leader)	07825 421117	caroline.topping@eastsoffolk.gov.uk
Cllr Beavan, David (Deputy Leader and Cabinet Member for Housing)	01502 724904	david.beavan@eastsoffolk.gov.uk
Cllr Ashton, Paul (Cabinet Member for Corporate Services – Digital, Customer Services, HR and Assets)	07824 838316	paul.ashton@eastsoffolk.gov.uk
Cllr Daly, Tom (Cabinet Member for Energy and Climate Change)	07825 720877	tom.daly@eastsoffolk.gov.uk
Cllr Hammond, Toby (Cabinet Member for Economic Development and Transport)	07717 314171	toby.hammond@eastsoffolk.gov.uk
Cllr Whitelock, Sarah (Cabinet Member for Communities, Leisure and Tourism)	07824 452388	sarah.whitelock@eastsoffolk.gov.uk
Cllr Langdon-Morris, Vince (Cabinet Member for Resources and Value for Money)	07935 827458	vince.langdon-morris@eastsoffolk.gov.uk
Cllr Candy, Jan (Cabinet Member for Community Health)	07823 587492	jan.candy@eastsoffolk.gov.uk
Cllr Smith-Lyte, Rachel (Cabinet Member for The Environment)	07825 421137	rachel.smith-lyte@eastsoffolk.gov.uk
Cllr Yule, Kay (Cabinet Member for Planning & Coastal Management)	07825 716370	kay.yule@eastsoffolk.gov.uk

FORWARD PLAN OF KEY & EXEMPT DECISIONS

Expected Date of Decision	Decision Maker	Report Title	Matter for Decision	Background Papers	Main Consultees / Consultation Method	Contacts:	
** 5 March 2024	Shareholder Reference Group	<p>** East Suffolk Services Business Plan – Quarterly Update</p> <p>*This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	Report to provide an update on ESSL operational activity.	None	None	Councillor Caroline Topping – Leader of the Council	<p>Kerry Blair, Head of Operations, Kerry.blair@east Suffolk.gov.uk</p> <p>Kate Blakemore, Strategic Director, Kate.Blakemore@EastSuffolk.gov.uk</p>

<p>**9 April 2024</p>	<p>Cabinet</p>	<p>Exempt East Suffolk Property Investments Limited – Revised Business Case</p> <p>This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Local Government Act 1972.</p> <p>The exempt information consists of information relating to the financial and business affairs of the Council which if disclosed could disadvantage the council's negotiating position with its current and</p>	<p>To approve the revised business case for the Council's trading company.</p>	<p>None.</p>	<p>None.</p>	<p>Councillor Vince Langdon-Morris – Cabinet Member with responsibility for Resources and Value for Money</p>	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p>
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		potential future contractors.					
9 April 2024	Cabinet	Rural Development Supplementary Planning Document	The adoption of the Rural Development Supplementary Planning Document.	Rural Development Supplementary Planning Document. Consultation Statement. Adoption Statement. Habitats Regulations Assessment Screening Report. Strategic Environmental Assessment Screening. Equality Impact Assessment Screening.	Rural Development Supplementary Planning Document. Consultation Statement. Habitats Regulations Assessment Screening Report. Strategic Environmental Assessment Screening. Equality Impact Assessment Screening.	Councillor Kay Yule – Cabinet Member with responsibility for Planning and Coastal Management	Ruth Bishop, Senior Planner (Policy and Delivery), Ruth.Bishop@East Suffolk.gov.uk Philip Ridley, Head of Planning and Coastal Management, Philip.Ridley@East Suffolk.gov.uk Nick Khan, Strategic Director, Nick.Khan@East Suffolk.gov.uk
9 April 2024	Cabinet	Civil Penalties Policy	To incorporate penalties issued under the Minimum Energy Efficiency Standard (MEES) Regulations.	None	None	Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing	Torben Wood, Environmental Health Officer, Torben.Wood@East Suffolk.gov.uk

<p>**9 April 2024</p>	<p>Cabinet</p>	<p>Exempt Deben Fields Project Update</p> <p>This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Local Government Act 1972.</p>	<p>To update Cabinet</p>	<p>None</p>	<p>None</p>	<p>Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing</p>	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p>
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<p>**9 April 2024</p>	<p>Cabinet</p>	<p>Exempt ESSL Business Plan</p> <p>This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Local Government Act 1972.</p> <p>The exempt information consists of financial information in relation to the Council and its companies. Therefore, it is considered that the public interest in not disclosing the exempt information outweighs the public interest in disclosing the information.</p>	<p>To approve the three-year business plan for East Suffolk Services.</p>	<p>None</p>	<p>None</p>	<p>Councillor Caroline Topping, Leader of the Council</p>	<p>Kerry Blair, Head of Operations, Kerry.blair@eastsoffolk.gov.uk</p> <p>Kate Blakemore, Strategic Director, Kate.Blakemore@Eastsoffolk.gov.uk</p>
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<p>**9 April 2024</p>	<p>Cabinet</p>	<p>Exempt Procurement of Temporary Accommodation Provision</p> <p>This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Local Government Act 1972.</p>	<p>Cabinet to approve entering into a procurement process to secure additional emergency temporary accommodation.</p>	<p>None</p>	<p>None</p>	<p>Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing</p>	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p> <p>Fern Lincoln, Strategic Lead for Housing Needs Fern.lincoln@east.suffolk.gov.uk</p>
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7 May 2024	Cabinet	Custom and Self-build Housing Supplementary Planning Document	To adopt the Custom and Self-build Housing Supplementary Planning Document	<p>Custom and Self-build Housing Supplementary Planning Document</p> <p>Consultation Statement</p> <p>Habitats Regulations Assessment Screening Statement</p> <p>Strategic Environmental Assessment Screening Opinion</p> <p>Equality Impact Assessment Screening Opinion</p> <p>Adoption Statement</p>	<p>Two rounds of public engagement (initial consultation [01/02/2023-16/03/2023] and formal consultation [06/09/2023-18/10/2023]).</p> <p>The Right to Build Task Force was commissioned to review a draft of the document before the formal consultation.</p> <p>A steering group comprised of officers from across East Suffolk Council's planning and housing teams oversaw the preparation of the document.</p>	Councillor Kay Yule – Cabinet Member for Planning and Coastal Management	<p>Dickon Povey, Principal Planner, Dickon.povey@eastsoffolk.gov.uk</p> <p>Anthony Taylor, Senior Planner, Anthony.taylor@eastsoffolk.gov.uk</p> <p>Nick Khan, Strategic Director, Nick.Khan@Eastsoffolk.gov.uk</p>
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				Suffolk Coastal and Waveney Local Plans			
**7 May 2024	*Cabinet	<p>*Exempt Delegated Authority to enter into contracts for key Repairs and Maintenance Contracts (as set out in the budget 2024.25)</p> <p>*This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	Cabinet to provide delegated authority to enter into contracts over £250,000 for Repairs and Maintenance, as budgeted for in 24.25.	None	None	Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p> <p>Stephanie Duff, Strategic Lead Stephanie.duff@east.suffolk.gov.uk</p>

<p>**7 May 2024</p>	<p>*Cabinet</p>	<p>Exempt Private Sector Housing Grant Policies – Amendments *This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	<p>Cabinet to approve amendments to the policies used by Private Sector Housing to issue grants.</p>	<p>None</p>	<p>None</p>	<p>Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing</p>	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p>

<p>**7 May 2024</p>	<p>*Cabinet</p>	<p>*Exempt</p> <p>Disposal of Commercial Asset- Lowestoft, Suffolk</p> <p>*This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	<p>To dispose of 87 High Street, Lowestoft, Suffolk</p>	<p>None</p>	<p>N/A</p>	<p>Paul Ashton- Corporate Services and Assets</p>	<p>David Johnson/Chloe Smith- AM</p>
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<p>**7 May 2024</p>	<p>*Cabinet</p>	<p>*Exempt</p> <p>Disposal of Units 5 and 6 Newcombe Road, Lowestoft, Suffolk, NR32 1XA</p> <p>*This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	<p>To dispose of Units 5 and 6 Newcombe Road, Lowestoft, Suffolk, NR32 1XA</p>	<p>None</p>	<p>N/A</p>	<p>Paul Ashton- Corporate Services and Assets</p>	<p>David Johnson/Harry Travis – AM</p> <p>Kerry Blair – Head of Operations</p> <p>Kate Blakemore Director for Operations/Assets</p>
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4 June 2024	Cabinet	Healthy Environments Supplementary Planning Document	The adoption of the Healthy Environments Supplementary Planning Document	<p>Healthy Environments Supplementary Planning Document Consultation Statement</p> <p>Strategic Environmental Assessment (SEA) Screening Opinion</p> <p>Habitats Regulations Assessment (HRA) Screening Statement</p> <p>Equality Impact Assessment (EQIA) Screening Opinion</p>	<p>Main consultees included Councillors, Town and Parish Councils, health partners, and all of those on the Planning Policy mailing list.</p> <p>Two public consultations were held between 26th September and 7th November 2022 (initial) and 15th November 2023 and 10th January 2024.</p> <p>Full details are available in the Consultation Statement.</p>	Councillor Kay Yule - Cabinet Member for Planning and Coastal Management	<p>Dickon Povey, Principal Planner, Dickon.povey@eastsoffolk.gov.uk</p> <p>Jasmin Machen, Planner Jasmin.Machen@eastsoffolk.gov.uk</p> <p>Philip Ridley, Head of Planning and Coastal Management, Philip.Ridley@eastsoffolk.gov.uk</p> <p>Nick Khan, Strategic Director, Nick.Khan@Eastsoffolk.gov.uk</p>
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<p>**4 June 2024</p>	<p>*Cabinet</p>	<p>*Exempt Coronation Avenue, Hollesley *This report is to be considered during the CLOSED part of the Agenda because it contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.</p>	<p>To consider the opportunity to develop social housing at Coronation Avenue.</p>	<p>None</p>	<p>None</p>	<p>Councillor David Beavan – Deputy Leader and Cabinet Member with responsibility for Housing</p>	<p>Andy Jarvis, Strategic Director, Andrew.jarvis@east.suffolk.gov.uk</p> <p>Heather Fisk, Head of Housing, Heather.fisk@east.suffolk.gov.uk</p>

If you have any queries regarding this Forward Plan or require further information about Council or Committee meetings, please contact the Democratic Services Team on 01502 523521 or email: democraticservices@eastsuffolk.gov.uk

If you wish to make any representations as to why you feel an item that is marked as an “exempt” or confidential item should instead be open to the public, please contact the Monitoring Officer on 01394 444336 or Email: chris.bing@eastsuffolk.gov.uk. Any such representations must be received at least 10 working days before the expected date of the decision.

Chris Bally
Chief Executive

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