

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 AUGUST 2007

The Decision Makers

The members of the Council's executive are:

Leader of the Council

Councillor Ray Manning

Portfolio Holders

Deputy Leader and Housing Options

Community Services

Growth and Sustainable Communities

Housing and Environmental Services

Planning Services

Resources

Staffing and Communications

Councillor Simon Edwards

Councillor Mark Howell

Councillor Dr David Bard

Councillor Mrs Daphne Spink MBE

Councillor Nick Wright

Councillor Mrs Vicky Ford

Councillor Mrs Sue Ellington

Where a decision is recorded as to be made by the Cabinet, its membership includes all of the above. Decisions will be made collectively by those members of the Cabinet present at the relevant meeting.

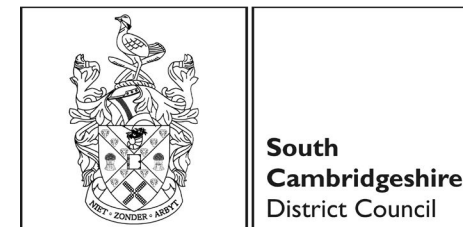
Where a decision is recorded as to be made by an individual councillor, the decision will be made in their capacity as the relevant Portfolio Holder.

Where a decision is recorded as to be made by an officer, the name and title of that person will be stated.

Where a decision is recorded as to be made by Council, the decision will be made collectively by those present of all 57 councillors, sitting as the full Council.

Contact Information

To contact an officer, send an e-mail to forename.surname@scamb.gov.uk or call 08450 450 500 and ask to speak to that officer.



CABINET IS NOT SCHEDULED TO MEET DURING THE MONTH OF AUGUST

Key and other decisions expected to made, and issues to be considered during the four months from 1 August 2007

| Issue Key Decision? | Decision Maker | Timetable | Consultations | Portfolio Holder and Contact Officer | Documents submitted to the decision maker |
|---|--|-------------------|---|--|---|
| Remit and Membership of Parish Council Standards Sub- Committee Non-Key | Standards Committee - Results of Consultation | 08 August 2007 | All South Cambridgeshire Parish Councils and Meetings | Resources Portfolio Holder Holly Adams, Democratic Services Officer | Membership and Remit of Parish Council Standards Sub- Committee, 07/06/2007 Standards Committee |
| Benefits: 3-yearly Consultation Results Non-Key | Cabinet | 13 September 2007 | | Resources Portfolio Holder Lee Phanco, Head of Revenues | Report |
| Tenants: 3-yearly Consultation Results Key | Cabinet | 13 September 2007 | Housing and Environmental Services Portfolio Holder | Housing and Environmental Services Portfolio Holder Brent O'Halloran, Property Services Manager | Report |
| General: 3-yearly Consultation Results Non-Key | Cabinet | 13 September 2007 | Planning and Economic Development Portfolio Holder | Staffing and Communications Portfolio Holder Ian Salter, Performance | Report |

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|---|-------------------|-------------------|---|--|--|
| | | | | Improvement Officer | |
| HASLINGFIELD: Former Group Home, Wisbeys Yard - Options Appraisal Key | Cabinet | 13 September 2007 | District Councillor for Haslingfield Haslingfield Parish Council Registered Social Landlords Cambridgeshire County Council Housing Management and Technical Service officers | Housing and Environmental Services Portfolio Holder Schuyler Newstead, Housing Development & Enabling Manager | |
| Management of Open Spaces and Community Facilities at Trumpington Meadows Non-Key | Cabinet | 13 September 2007 | | Community Services Portfolio Holder Jane Thompson, Cultural Services Manager | Report |
| Cambridge Challenge: Affordable Housing Delivery Non-Key | Cabinet - Outcome | 13 September 2007 | Leader, Housing and Planning and Economic Development Portfolio Holders Cambridge City Council Cambridgeshire Horizons English Partnerships Developers / Landowners Registered Social | Growth and Sustainable Communities Portfolio Holder, Housing and Environmental Services Portfolio Holder Steve Hampson, Executive Director, Denise Lewis, Corporate Project | Report following conclusion of the project to endorse preferred lead development partner for the three strategic sites included in the scope of the project |

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|--|--|--|---|---|--|
| | | | Landlords | Manager - Housing Futures | |
| Community and Cultural Strategy 2007- 2012 Non-Key | Cabinet | 13 September 2007 | Community, Arts & Sports Advisory Group – 19 April 2007 | Community Services Portfolio Holder Simon McIntosh, Corporate Manager (Policy, Performance and Partnerships) | Report and Strategy |
| Housing Revenue Account (HRA) Business Plan 2007- 2010 Key | Cabinet Housing and Environmental Services Portfolio Holder | 13 September 2007 Before 13 September 2007 | Tenants, Local Strategic Partnership | Housing and Environmental Services Portfolio Holder Housing and Environmental Services Portfolio Holder Steve Hampson, Executive Director. Denise Lewis, Corporate Project Manager – Housing Futures | Report and Business Plan |
| Integrated Business Reporting Key | Cabinet | 13 September 2007 | | Leader of Council Paul Swift, Policy and Performance Review Manager | Quarterly Report |

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|---|--|--|--|--|--|
| Premier Division: Benchmarking Comparison and Comparative Costs Non-Key | Cabinet Planning Services Portfolio Holder | 13 September 2007 Before 13 September 2007 | | Planning Services Portfolio Holder Gareth Jones, Corporate Manager (Planning & Sustainable Communities) | Premier Division Comparative Costs |
| Capital Strategy and Asset Management Plan 2007/08 Key | Cabinet Council | 13 September 2007 18 October 2007 | | Resources Portfolio Holder Graham Smith, Best Value and Management Accountant, Brent O'Halloran, Property Services Manager | Report and Strategy |
| Inspire Project - Agreement of Council Values Key | Cabinet Council | 13 September 2007 18 October 2007 | | Leader of Council Cecilia Tredget, Improvement Manager Greg Harlock, Chief Executive | Report |
| Northstowe Development Trust / Local Management Organisation for Northstowe | Cabinet | 13 September 2007 | Northstowe Development Trust Working Group May 2007 | Growth and Sustainable Communities Portfolio Holder | Report |

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| Non-Key | | | | Jane Thompson, Cultural Services Manager | |
| Planning Obligations and Provision for Open Spaces and Community Facilities in New Developments Key | Cabinet | 13 September 2007 | Planning and Legal Officers of the Council | Growth and Sustainable Communities Portfolio Holder Jane Thompson, Cultural Services Manager | Report Draft Policy Document to be developed into a Supplementary Planning Policy to support the Local Development Framework |
| Local Development Framework (LDF) - Gypsy and Traveller Development Plan Document (GTDPD) Key | Council - Local Development Framework (LDF) Special Meeting | September 2007 | Senior Officers GTDPD Member Reference Group Public Consultation (after Council agreement on 28 September 2006) | Housing and Environmental Services Portfolio Holder Keith Miles, Planning Policy Manager | Issues and Options Report (2) – site options for public consultation |
| Local Development Framework (LDF) - North West Cambridge Area Action Plan (Joint Plan with Cambridge City Council) Key | Council - Local Development Framework (LDF) Special Meeting - To agree Preferred Options consultation document, including draft AAP Cambridge City Council | 27 September 2007 Parallel meeting in | Cambridge City Council Cambridgeshire County Council Cambridgeshire Horizons | Growth and Sustainable Communities Portfolio Holder Caroline Hunt, Principal Planning Policy Officer | Report |

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| | | September 2007 | | | |
| South Cambridgeshire Sustainable Community Strategy 2007-2010 Key | Cabinet – Final Priorities Cabinet – Sign -off Council - Sign-off | 08 October 2007 13 March 2008 24 April 2008 | The Local Strategic Partnership (LSP) has undergone a programme of consultation and research to build an evidence base for its new objectives. The research consisted of: (a) Analysing existing consultation results and parish plans. (b) Carrying out the Quality of Life survey and a Community Strategy postal survey. (c) Holding discussion groups with residents from different parts of the district and at different life stages. (d) Holding stakeholder workshops that have been | Leader of Council Cecilia Tredget, Improvement Manager, Gemma Webb, Strategic Partnerships Officer | Sustainable Community Strategy Report |

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| | | | <p>attended by Members of this Council, representatives of parish councils and voluntary/community groups and LSP partners.</p> <p>(e) Carrying out other statistical research.</p> <p>(f) Consulting with theme groups and key lead officers.</p> <p>A full copy of the consultation results can be obtained from Gemma Webb, Strategic Partnerships Officer.</p> | | |
| <p>Housing Market Assessment for the Cambridge Sub Region</p> <p>Key</p> | <p>Growth and Sustainable Communities Portfolio Holder, Housing and Environmental Services Portfolio Holder</p> <p>Cabinet</p> | <p>September 2007</p> <p>08 October 2007</p> | <p>The project has been developed in consultation with all of the authorities in the sub-Region and relevant government agencies, via the Cambridge sub-Region Affordable and Social</p> | <p>Growth and Sustainable Communities Portfolio Holder, Housing and Environmental Services Portfolio Holder</p> <p>Growth and Sustainable</p> | <p>Report</p> |

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| | | | Housing Group (CRASH). | Communities Portfolio Holder, Housing and Environmental Services Portfolio Holder Mike Knight, Housing Strategy Manager, Keith Miles, Planning Policy Manager | |
| Gamlingay Village College: Dual Use Capital Grant Non-Key | Cabinet | 08 October 2007 | | Community Services Portfolio Holder Jane Lampshire, Sports Development Officer | Report |
| Move to Four-Yearly District Council Elections Key | Council | 18 October 2007 | Public consultation undertaken via South Cambs Magazine Spring 2006 Edition and on the Council's website, with a deadline for responses of 28 April 2006. Members of the public could respond via: <ul style="list-style-type: none"> • the Council's website; • by e-mail; • by telephone; or • in writing. | Resources Portfolio Holder Greg Harlock, Chief Executive | Report |

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| Licensing Act 2003 Policy Review Key | Housing and Environmental Services Portfolio Holder (Agreement to consult) Cabinet Council | 23 July 2007 13 December 2007 31 January 2008 | Consultation with the trade, public and relevant authorities as directed by the Licensing Act 2003 | Housing and Environmental Services Portfolio Holder Dale Robinson, Corporate Manager, Health and Environmental Services Myles Bebbington, Licensing Officer | Report and Revised Policy |
| Private Hire and Taxi Driver Testing: Certificate of Compliance Key | Housing and Environmental Services Portfolio Holder Cabinet | Before 13 December 2007 13 December 2007 | Consultation with the trade planned | Housing and Environmental Services Portfolio Holder Myles Bebbington, Licensing Officer, Dale Robinson, Corporate Manager (Health & Environmental Services) | Report |
| Workforce Plan 2006/07 to 2008/09 Key | Cabinet | 08 November 2007 | | Staffing and Communications Portfolio Holder Susan Gardner Craig, Human Resources Manager | Report and Workforce Plan |

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| Housing Futures Outcome Key | Cabinet Council | 10 January 2008 31 January 2008 | Tenants, Leaseholders, Members, partner organisations, e.g., Local Strategic Partnership (LSP) and other key stakeholders Member / Tenant Advisory Group | Steve Hampson, Executive Director, Denise Lewis, Corporate Project Manager - Housing Futures | Report |
| Forthcoming or Deferred Items | | | | | |
| 2005/06 National Performance Indicators Comparison Non-Key | Cabinet | 14 June 2007 | Senior Management Team 17 January 2007 | Resources Portfolio Holder Ian Salter, Performance Improvement Officer | Report |
| ARBURY CAMPS: Section 106 Agreement Non-Key | Cabinet Council | 12 October 2006 26 October 2006 | Cambridge City Council | Resources Portfolio Holder Adrian Burns, Head of Accountancy | S.106 Agreement Arbury Camps, 12/10/2006 Cabinet |
| BLACKWELL and WHADDON Travellers' Site: Service Charges Key | Cabinet | 13 April 2006 15 March 2006 | Councillors NN Cathcart and DC McCraith, Local Members for Bassingbourn Ward Councillors Mrs HM Smith and RT | Housing and Environmental Services Portfolio Holder Simon McIntosh, Corporate Manager (Policy, Performance | Report to Community Development Portfolio Holder |

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| | | | Summerfield, Local Members for Milton Ward | and Partnerships) | |
| Framework Contract for Consultation Non-Key | Staffing and Communications Portfolio Holder | 13 July 2007 | Resources Portfolio Holder | Staffing and Communications Portfolio Holder Paul Swift, Policy and Performance Review Manager | None. |
| Disabled Facilities Grants: Child Adaptations (Not Main Residence) Key | Cabinet Cabinet | 09 February 2006 09 March 2006 | | Housing and Environmental Services Portfolio Holder Dale Robinson, Corporate Manager (Health & Environmental Services) | Confidential Report to Cabinet, 9 February 2006 |
| Disposal of Land to Papworth Trust Key | Cabinet | 08 June 2006 | Local consultation on the individual proposals for affordable housing as part of the planning application process. In most cases there has also been local consultation as part of the development of the proposals. | Housing and Environmental Services Portfolio Holder Schuyler Newstead, Housing Development & Enabling Manager | |

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| | | | <p>Housing Services have been consulted on and support each of the proposals for these sites.</p> <p>Where proposals directly affect existing residents they have also been consulted as part of the development of proposals, e.g., Queens Close, Over.</p> | | |
| <p>Energy Efficiency and Listed Buildings Supplementary Planning Document</p> <p>Key</p> | <p>Cabinet - Draft Supplementary Planning Document</p> | <p>Before 31 December 2007</p> | <p>A Supplementary Planning Document will be subject to full public consultation.</p> <p>Conservation and Design Advisory Group considered the document on 17 January 2007</p> <p>Conservation, Sustainability and Community Planning Portfolio Holder</p> | <p>Growth and Sustainable Communities Portfolio Holder</p> <p>Fiona Webb, Conservation and Design Manager</p> | <p>Energy Efficiency and Listed Buildings, 17/01/2007</p> <p>Conservation and Design Advisory Group</p> |
| <p>Equal Pay Audit</p> <p>Non-Key</p> | <p>Staffing and Communications Portfolio Holder</p> | <p>24 May 2007</p> | | <p>Staffing and Communications Portfolio Holder</p> <p>Jill Mellors, Human Resources Officer</p> | <p>Report to Resources, Staffing, Information and Customer Services Portfolio Holder</p> |

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| Information & Communications Technology (ICT) Security Policy and Usage Guidelines Key | Cabinet Cabinet - Revised Information & Communications Technology (ICT) Security Policy and Usage Guidelines | 13 July 2006 5 July 2006 14 June 2007 | SCDC ICT Team Cambridgeshire County Council Cambridgeshire Community Network (CCN) Team Internet Watch Foundation | Housing Options Portfolio Holder Steve Rayment, Head of ICT | ICT Security Policy and Usage Guidelines June 2006, 13/07/2006 Cabinet |
| Northstowe Sustainable Energy Partnership Key | Growth and Sustainable Communities Portfolio Holder | Between 01 June 2007 and 31 August 2007 | | Growth and Sustainable Communities Portfolio Holder Richard Hales, Strategic Sustainability Officer | Report to Conservation, Sustainability and Community Planning Portfolio Holder |
| OVER: Elm Court - Water Charges Non-Key | Housing and Environmental Services Portfolio Holder | 22 September 2005 | | Housing and Environmental Services Portfolio Holder Tracey Cassidy, Supported Housing Manager, Gwynn Thomas, Principal Accountant (Housing) | Report to Housing Portfolio Holder |
| South Cambridgeshire Climate Plan | Cabinet | 10 November 2005 | | Planning Services Portfolio Holder | Growth Areas - Report, 21/06/2007 Climate |

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| Key | | | | Richard Hales, Strategic Sustainability Officer | Change Working Group Growth Areas - Appendix A, 21/06/2007 Climate Change Working Group Growth Areas - Appendix B, 21/06/2007 Climate Change Working Group Parishes - Report, 21/06/2007 Climate Change Working Group Parishes - Appendix A, 21/06/2007 Climate Change Working Group |
| South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments Key | Growth and Sustainable Communities Portfolio Holder Growth and Sustainable Communities Portfolio Holder | 16 March 2007 July 2007 | | Growth and Sustainable Communities Portfolio Holder Fiona Webb, Conservation and Design Manager | Report to Conservation, Sustainability and Community Planning Portfolio Holder |
| Trade Waste Business Plan | Cabinet | 14 December 2006 | Senior Management Team Resources, Staffing, | Housing and Environmental Services Portfolio Holder | Trade Waste Expansion - Confidential Report, |

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| Key | | | Information & Customer Services and Environmental Health Portfolio Holders | Stuart Harwood-Clark, Environment Operations Manager, Dale Robinson, Corporate Manager (Health & Environmental Services) | 14/12/2006 Cabinet Trade Waste Expansion - Confidential Business Plan, 14/12/2006 Cabinet |
| Traveller Issues: Priorities and Resources Non-Key | Cabinet Council | 09 July 2007 19 July 2007 | Strategic Officer Group | Housing and Environmental Services Portfolio Holder Traveller Project - Strategic Officer Group on Traveller Issues | Traveller Issues Resources - Report, 09/07/2007 Cabinet Traveller Issues Resources - Appendix 1, 09/07/2007 Cabinet |
| Closed Churchyard Maintenance and Management Policy Key | Cabinet | 09 July 2007 | | Planning Services Portfolio Holder Steve Hampson, Executive Director | Policy, 09/07/2007 Cabinet |