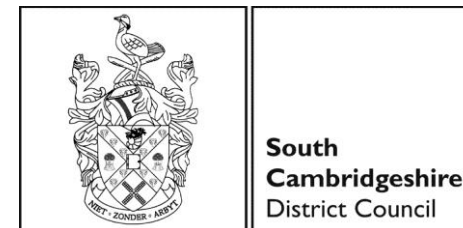


SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 3 MARCH 2008

This Plan contains matters which the Leader of the Council believes either will be considered by Council and / or Cabinet or be subject to Key Decisions by Portfolio Holders and Officers.



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

Councillor Simon Edwards

Community Services

Councillor Mark Howell

Growth and Sustainable Communities

Councillor Dr David Bard

Housing and Environmental Services

Councillor Mrs Daphne Spink MBE

Planning Services

Councillor Nick Wright

Resources

Councillor Mrs Vicky Ford

Staffing and Communications

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@scams.gov.uk or call 08450 450 500 and ask to speak to that officer.

Key and other decisions expected to made, and issues to be considered during the four months from 3 March 2008

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Inspire Project Update Non-Key	Cabinet Cabinet	13 March 2008 10 April 2008		Leader of Council Greg Harlock, Chief Executive, Cecilia Tredget, Improvement Manager	Report
Planning Obligations and Provision for Open Spaces and Community Facilities in New Developments Key	Cabinet	13 March 2008	Planning and Legal Officers of the Council	Growth and Sustainable Communities Portfolio Holder Jane Thompson, Cultural Services Manager	Report
Housing Futures: Agreement of process for the selection of model for a new landlord Non-Key	Cabinet	13 March 2008		Housing Options Portfolio Holder Denise Lewis, Corporate Project Manager - Housing Futures	Report
Workforce Plan 2008/09 Non-Key	Cabinet	13 March 2008		Staffing and Communications Portfolio Holder	Report and Workforce Plan

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Susan Gardner Craig, Human Resources Manager	
Waste Design Guide Non-Key	Cabinet	13 March 2008		Housing and Environmental Services Portfolio Holder Paul Quigley, Environmental Services Manager	Report and Design Guide
Agreement of 'Heartbeat' Performance Indicators Non-Key	Cabinet	13 March 2008	Workshop event at Willingham House 29 January 2008. Senior Manager workshop on 7 February. Policy Development Committee on 20 February 2008	Planning Services Portfolio Holder Paul Swift, Policy and Performance Review Manager	Report
Community Safety 3- year Rolling Plan Key	Cabinet Council	13 March 2008 24 April 2008	CDRP, 26 January 2008 SCDC Residents	Community Services Portfolio Holder Philip Aldis, Community Safety Officer	Report and Plan
South Cambridgeshire Sustainable Community Strategy 2008-2011	Cabinet Council	13 March 2008 24 April 2008	Policy Development Committee 16 January 2008	Leader of Council Cecilia Tredget,	Report and Strategy

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Key				Improvement Manager, Gemma Webb, Strategic Partnerships Officer	
Investment Strategy 2008/09 Key	Cabinet	13 March 2008		Resources Portfolio Holder Adrian Burns, Head of Accountancy	Report and Strategy
Contact Centre Review Non-Key	Cabinet	10 April 2008	Staffing and Communications Portfolio Holder Policy Development Committee	Staffing and Communications Portfolio Holder Steve Rayment, Head of ICT	Report
Approval of draft North- West Cambridge Area Action Plan for submission to the Secretary of State Key	Council (Extraordinary Meeting)	07 April 2008	North-west Cambridge Joint Member Reference Group, 17 March 2008	Growth and Sustainable Communities Portfolio Holder Caroline Hunt, Principal Planning Policy Officer	Report and draft Area Action Plan
Policy, Performance & Partnerships: Review of Structures and Functions	Cabinet	10 April 2008	Scrutiny & Overview Committee 17 December 2007	Staffing and Communications Portfolio Holder Simon McIntosh,	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Key				Corporate Manager, Policy, Performance and Partnerships	
Comprehensive Equalities Policy 2008- 2011 Key	Cabinet Council	10 April 2008 24 April 2008		Community Services Portfolio Holder Michael McLeod, Equality and Diversity Officer, Cecilia Tredget, Improvement Manager	Report and Policy
RECAP Waste Strategy Key	Cabinet	10 April 2008	Various consultees including public, business and public sector	Housing and Environmental Services Portfolio Holder Dale Robinson, Corporate Manager, Health & Environmental Services	Report and Draft Strategy
Operating Guidelines for Portfolio Holder Meetings During 2008- 09 Non-Key	Cabinet	10 April 2008		Leader of Council Richard May, Democratic Services Manager	Report
Use of Balances and Reserves Unused over 2 Years	Cabinet	10 April 2008		Resources Portfolio Holder	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Non-Key				Peter Harris, Principal Accountant (General Fund and Costing)	
Corporate Plan 2008/09 Key	Cabinet Council	10 April 2008 24 April 2008	Policy Development Committee, 9 April 2008	Leader of Council Cecilia Tredget, Improvement Manager Paul Swift, Policy and Performance Review Manager	Report and Performance Plan
Receipt of Corporate Governance Inspection Re-inspection report and acceptance of recommendations Non-Key	Cabinet Council	10 April 2008 24 April 2008	Corporate Governance Committee, 9 April 2008	Leader of Council Greg Harlock, Chief Executive, Cecilia Tredget, Improvement Manager	Re-inspection report plus Officers' covering report
Cambridge City Boundary Review Key	Council	24 April 2008	Electoral Arrangements Committee	Leader of Council Catriona Dunnett, Principal Solicitor, Greg Harlock, Chief Executive	Formal agreement to request review of the district/city boundary
Review of Scrutiny and Overview Arrangements	Council	Before 16 April 2008	Constitution Review Working Party, Chair of Scrutiny and	Cllr Roger Hall, Cllr Mrs Liz Heazell, Cllr Jim Stewart	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Non-Key			Overview Committee and Chair of Policy Development Committee	Richard May, Democratic Services Manager	
ARBURY PARK: Review Non-Key	Cabinet	08 May 2008	Scrutiny & Overview Committee, 17 April 2008	Cllr Mrs Liz Heazell Gareth Jones, Corporate Manager, Planning & Sustainable Communities, Jackie Sayers, Scrutiny Development Officer	Report
Performance Plan 2008 Key	Cabinet Council	08 May 2008 22 May 2008		Leader of Council Ian Salter, Performance Improvement Officer	Report and Performance Plan 2008-09
Write-offs Non-Key	Resources Portfolio Holder	21 February 2008		Resources Portfolio Holder Lee Phanco, Head of Revenues	Annual Report for Information
Appointments and Agreement of Political Structure for the 2008- 2009 Civic Year Non-Key	Council	22 May 2008		Richard May, Democratic Services Manager	Report and Annual Council Agenda

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Scrutiny Annual Report Non-Key	Council	22 May 2008	Scrutiny and Overview Committee and Policy Development Committee	Cllr Mrs Liz Heazell Jackie Sayers, Scrutiny Development Officer	Covering report and Annual report
Community Engagement Strategy Key	Council	17 July 2008		Community Services Portfolio Holder Simon McIntosh, Corporate Manager, Policy, Performance and Partnerships	Report and Draft Strategy for Consultation
Food Safety Service Plan 2008-09 Key	Cabinet Council	03 July 2008 17 July 2008		Housing and Environmental Services Portfolio Holder Geoff Keerie, Principal Environmental Health Officer	Report and Plan
Health and Safety Plan 2008-09 Key	Cabinet Council	03 July 2008 17 July 2008		Housing and Environmental Services Portfolio Holder Geoff Keerie, Principal Environmental Health Officer	Report and Plan

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Forthcoming or Deferred Items					
Declaration of Air Quality Management Area along the A14 corridor Key	Housing and Environmental Services Portfolio Holder	July 2008 (date tba)		Housing and Environmental Services Portfolio Holder Susan Walford, Environmental Health Officer (Scientific)	Report
Members' Allowances Levels 2008-2009 Non-Key	Council	28 February 2008		Resources Portfolio Holder	Report and Panel's recommendations
Housing Revenue Account (HRA) Business Plan 2007- 2010 Key	Cabinet Council (delegated to H & ES Portfolio Holder)	10 January 2008 31 January 2008 28 April 2008	Tenants, Local Strategic Partnership	Housing and Environmental Services Portfolio Holder Steve Hampson, Executive Director, Denise Lewis, Corporate Project Manager - Housing Futures	Report and Business Plan
ARBURY CAMPS: Section 106 Agreement (Work in Progress) Non-Key	Cabinet Council	12 October 2006 26 October 2006	Cambridge City Council	Resources Portfolio Holder Adrian Burns, Head of Accountancy	

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
<p>Disposal of Land to Papworth Trust (Work in Progress)</p> <p>Key</p>	<p>Housing and Environmental Services Portfolio Holder</p>	<p>11 February 2008</p>		<p>Housing and Environmental Services Portfolio Holder</p> <p>Jenny Clark, Lands Officer</p>	
<p>Energy Efficiency and Listed Buildings Supplementary Planning Document (Awaiting appointment of Conservation Manager)</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. 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>South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments (Awaiting appointment of the Conservation & Design Manager)</p> <p>Key</p>	<p>Growth and Sustainable Communities Portfolio Holder</p> <p>Growth and Sustainable Communities Portfolio Holder</p>	<p>16 March 2007</p> <p>July 2007</p>		<p>Growth and Sustainable Communities Portfolio Holder</p>	<p>Report to Conservation, Sustainability and Community Planning Portfolio Holder</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
<p>Closed Churchyard Maintenance and Management Policy (Deferred pending appointment of Conservation & Design Manager)</p> <p>Key</p>	Cabinet	09 July 2007		<p>Planning Services Portfolio Holder</p> <p>Steve Hampson, Executive Director</p>	
<p>Community and Cultural Strategy 2007-2012 (Deferred pending review of Community Services)</p> <p>Key</p>	Cabinet	13 September 2007	Community, Arts & Sports Advisory Group – 19 April 2007	<p>Community Services Portfolio Holder</p> <p>Simon McIntosh, Corporate Manager, Policy, Performance and Partnerships</p>	
<p>Local Development Framework (LDF) - Gypsy and Traveller Development Plan Document (GTDPD)</p> <p>Key</p>	<p>Council - Local Development Framework (LDF) Special Meeting</p> <p>Following the consultation carried out on issues and options in October 2006, work is progressing on identifying potential site options. A further round of consultation was programmed for September 2007;</p>	September 2007	<p>Senior Officers GTDPD Member Reference Group Public Consultation (after Council agreement on 28 September 2006)</p>	<p>Housing and Environmental Services Portfolio Holder</p> <p>Growth and Sustainable Communities Portfolio Holder</p> <p>Keith Miles, Planning Policy Manager</p> <p>Traveller Project - Strategic Officer Group</p>	

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
	however this will now be subject to a delay to enable further work to be undertaken.			on Traveller Issues	