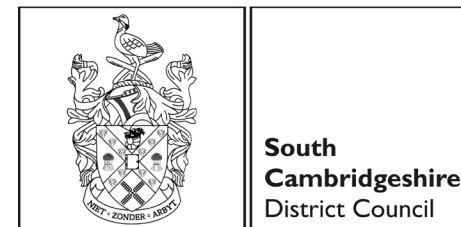


SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 SEPTEMBER 2008 – 31 DECEMBER 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

Councillor Simon Edwards

Environmental Services

Councillor Mrs Sue Ellington

Finance

Councillor Tony Orgee

New Communities

Councillor Dr David Bard

Planning

Councillor Nick Wright

Staffing

Councillor Mark Howell

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 1 September 2008

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Travel for Work Plan 2008-2011 Key	Cabinet Report and draft Travel for Work Plan Cabinet	12 June 2008 11 September 2008	Travel for Work Project Group Cambourne Business Parks Ltd	Planning Services Portfolio Holder Planning Portfolio Holder Denise Lewis, Corporate Project Manager	Travel for Work Plan 2008-2011 Report and Plan
Restructure of the former Policy, Performance & Partnerships Service Non-Key	Cabinet	11 September 2008		Leader of Council Greg Harlock, Chief Executive, Denise Lewis, Housing Futures Project Manager	Report
Awarded Watercourses Service - Contract Tendering Key	Cabinet	11 September 2008		Environmental Services Portfolio Holder Pat Matthews, Drainage Manager, Dale Robinson, Corporate Manager, Health & Environmental Services	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Review of Hackney Carriage Fees and Charges Key	Environmental Services Portfolio Holder Cabinet	26 June 2008 11 September 2008	Consultations have taken place with the trade Joint Licensing/Environmental Services Portfolio Holder meeting on 26 June 2008	Environmental Services Portfolio Holder Myles Bebbington, Licensing Officer	Report Report and Fees table
Integrated Business Monitoring Report and Updated Financial Position to 31 August 2008 Non-Key	Cabinet	11 September 2008	Finance Scrutiny Task and Finish Group, 3 September 2008	Leader of Council Ian Salter, Performance Improvement Officer, Graham Smith, Best Value and Management Accountant	Report for information
RECAP Waste Strategy Key	Cabinet	11 September 2008	Public and business sector	Environmental Services Portfolio Holder Dale Robinson, Corporate Manager, Health & Environmental Services	Report and Draft Strategy
South Cambridgeshire and Cambridge City Improving Health Plan Key	Cabinet	11 September 2008	Environmental Services Portfolio Holder, 10 July 2008	Environmental Services Portfolio Holder Iain Green, Environmental Health	Final Report for South Cambridgeshire and Cambridge City Improving Health Plan

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Officer (Public Health Specialist)	
Treasury Management 2007/08 Performance Non-Key	Cabinet	11 September 2008		Finance Portfolio Holder Adrian Burns, Head of Accountancy, Sally Smart, Principal Accountant Financial & Systems	Report for decision
Homelessness Strategy Key	Cabinet	11 September 2008	Housing and Environmental Services Portfolio Holder, 28 April 2008	Housing Portfolio Holder Susan Carter, Housing Advice and Options Manager	Homelessness Strategy - Report, 28/04/2008 Housing and Environmental Services Portfolio Holder's Meeting Homelessness Strategy 2008 - Draft, 28/04/2008 Housing and Environmental Services Portfolio Holder's Meeting Homelessness Strategy - Action Plan, 28/04/2008 Housing and Environmental Services Portfolio Holder's Meeting

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					Homelessness Review 2008 - Draft, 28/04/2008 Housing and Environmental Services Portfolio Holder's Meeting Report and Strategy
Developments affecting Conservation Areas Supplementary Planning Guidance (SPD) Key	Cabinet SPD relating to new developments in Conservation Areas	11 September 2008	Planning and New Communities Portfolio Holders' agreed the draft document for public consultation (May 2008) Public consultation	New Communities Portfolio Holder, Planning Portfolio Holder Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Developments Affecting Conservation Areas SPD Consultation Revised Draft, 14/05/2008 Growth and Sustainable Communities / Planning Services Portfolio Holders' Joint Meeting Draft Sustainability Appraisal - Conservation Areas, 14/05/2008 Growth and Sustainable Communities / Planning Services Portfolio Holders' Joint Meeting SA Scoping Report Addendum - Listed Buildings and Conservation Areas, 14/05/2008 Growth and Sustainable

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					<p>Communities / Planning Services Portfolio Holders' Joint Meeting</p> <p>Report, results of public consultation, Adoption of SPD</p>
<p>Trees and Development Sites Supplementary Planning Document (SPD)</p> <p>Key</p>	<p>Cabinet Adoption of SPD relating to works to protected trees</p>	<p>11 September 2008</p>	<p>Planning and New Communities Portfolio Holders' agreed the draft document for public consultation (May 2008)</p> <p>Public consultation</p>	<p>New Communities Portfolio Holder</p> <p>Rosalind Richardson, Trees and Landscape Officer</p>	<p>Draft Trees SPD, 14/05/2008 Growth and Sustainable Communities / Planning Services Portfolio Holders' Joint Meeting</p> <p>Draft Sustainability Appraisal - Trees, 14/05/2008 Growth and Sustainable Communities / Planning Services Portfolio Holders' Joint Meeting</p> <p>Report, results of public consultation, Adoption of SPD</p>
<p>Provision for Open Spaces Supplementary Planning Document (SPD)</p> <p>Key</p>	<p>Cabinet</p>	<p>11 September 2008</p>	<p>New Communities Portfolio Holder agreed draft document for public consultation in May 2008</p>	<p>New Communities Portfolio Holder</p> <p>Jane Thompson, Cultural Services Manager, Jonathan</p>	<p>Report, results of public consultation, Adoption of SPD</p> <p>Draft Policy Document to be developed into a</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
			Public consultation	Dixon, Principal Planning Policy Officer (Transport)	Supplementary Planning Policy to support the Local Development Framework
Public Art Supplementary Planning Guidance (SPD) Key	Cabinet	11 September 2008	New Communities Portfolio Holder agreed the draft document for public consultation (May 2008) Public consultation	New Communities Portfolio Holder Alison Talkington, Senior Planning Policy Officer, Andy O'Hanlon, Arts Development Officer	Report, results of public consultation, Adoption of SPD
Grant Policy for Phase II of Private Sector Housing Renewal Strategy Key	Cabinet	11 September 2008		Environmental Services Portfolio Holder Iain Green, Environmental Health Officer (Public Health Specialist), Maureen Nudds, Home Improvement Agency Project Co-ordinator	Report and policy
Efficiency Savings Project - Update Non-Key	Cabinet	11 September 2008		Finance Portfolio Holder Rob Bridge, Corporate Manager, Finance and Support Services, John	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Garnham, Finance Project Officer	
Review of Corporate Objectives and Annual Priorities Key	Cabinet	11 September 2008		Leader of Council Greg Harlock, Chief Executive, Paul Swift, Policy and Performance Review Manager	Review of Corporate objectives and Annual Priorities
Equalities Policy 2008- 2011 Key	Cabinet Council	11 September 2008 25 September 2008	Policy Development Committee on 9 April 2008	Staffing Portfolio Holder Staffing Portfolio Holder Michael McLeod, Equality and Diversity Officer	Draft Equalities Policy - Report, 13/12/2007 Cabinet Draft Equalities Policy - Appendix A, 13/12/2007 Cabinet Draft Equalities Policy - Appendix B, 13/12/2007 Cabinet Report and Policy
South Cambridgeshire Sustainable Community Strategy 2008-2011 Key	Cabinet Council	13 March 2008 25 September 2008	Policy Development Committee, 16 January 2008 Cabinet, 13 March 2008 For approval by LSP	Leader of Council New Communities Portfolio Holder Gemma Barron, Strategic Partnerships Officer	Results of Quality of Life Survey - June 06, 13/06/2006 South Cambridgeshire Local Strategic Partnership Board & 14/09/2006 Cabinet

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
			Board, 3 September 2008		<p>Sustainable Community Strategy Report</p> <p>Community Strategy Development Report Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix A - Community Strategy Survey Form Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix B - Survey Topline Results Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix C - Parish Plans Comparative Analysis Summary Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix C - Annex 1 Page 1 - Parish Plans</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					<p>Comparative Analysis Table Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix C - Annex 1 Page 2 - Parish Plans Comparative Analysis Table Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix D - Stakeholder Workshops Summary Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Appendix E - Survey Areas Final, 09/01/2007 South Cambridgeshire Local Strategic Partnership Board</p> <p>Community Strategy - 2007-2010, 08/03/2007 Cabinet</p> <p>Sustainable Community Strategy - Report,</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					<p>14/06/2007 Cabinet</p> <p>Sustainable Community Strategy Priorities Report - Appendix A, 14/06/2007 Cabinet</p> <p>Sustainable Community Strategy - Draft Strategic Objectives, 30/07/2007 Climate Change Working Group</p> <p>Sustainable Community Strategy - Priorities - Report, 08/10/2007 Cabinet</p> <p>Sustainable Community Strategy - Priorities - Appendix, 08/10/2007 Cabinet</p> <p>Draft Sustainable Community Strategy, 22/01/2008 South Cambridgeshire Local Strategic Partnership Board</p> <p>Draft Sustainable Community Strategy - Appendix A, 22/01/2008 South Cambridgeshire Local</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					<p>Strategic Partnership Board</p> <p>Draft Sustainable Community Strategy - Appendix B, 22/01/2008 South Cambridgeshire Local Strategic Partnership Board</p> <p>South Cambridgeshire Sustainable Community Strategy - Covering Report, 13/03/2008 Cabinet</p> <p>South Cambridgeshire Sustainable Community Strategy - Appendix A, 13/03/2008 Cabinet</p>
<p>Electoral arrangements for Orchard park Community Council (Arbury parish)</p> <p>Non-Key</p>	Council	25 September 2008	Electoral Arrangements Committee, 8 July 2008	<p>Cllr Robert Turner</p> <p>Catriona Dunnett, Principal Solicitor</p>	Report
Appointment of a new member of the Remuneration Panel	Council	25 September 2008		<p>Finance Portfolio Holder</p> <p>Richard May,</p>	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Non-Key				Democratic Services Manager	
Local Government Development Framework (LDF) - Site Specific Policies Development Plan Document - Meeting a Housing Shortfall Key	New Communities Portfolio Holder Cabinet	06 October 2008 15 January 2009	Public consultation subject to Portfolio Holder agreement	New Communities Portfolio Holder New Communities Portfolio Holder Keith Miles, Planning Policy Manager	Report and consultation documents Report, results of public consultation, preferred sites
Listed Buildings: Works to or Affecting the setting of Supplementary Planning Document (SPD) Key	Cabinet (Adoption of SPD) Planning and New Communities Joint Portfolio Holders' meeting (Approval for consultation)	15 January 2009 06 October 2008	Public consultation subject to Portfolio Holder agreement	New Communities Portfolio Holder Cllr Dr David Bard, Cllr Nick Wright Barbara Clarke, Conservation Assistant, Stacey Weiser-Jones, Historic Buildings Officer	Report and consultation documents Report, results of public consultation, preferred sites
Landscape and Guidance for Development Sites Supplementary Planning Document (SPD)	Planning and New Communities Joint Portfolio Holders' meeting Consideration of the draft document for public consultation	06 October 2008 15 January 2009	Public consultation following Portfolio Holder agreement	New Communities Portfolio Holder, Planning Portfolio Holder David Hamilton, Landscape Design	Report and consultation documents Report, results of public consultation, preferred sites

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Key	Cabinet Report, results of public consultation, preferred sites			Officer	
Biodiversity Supplementary Planning Document (SPD) Key	Cabinet Planning and New Communities Joint Portfolio Holders' meeting	15 January 2009 06 October 2008	Public consultation following Portfolio Holder agreement	Planning Portfolio Holder New Communities Portfolio Holder, Planning Portfolio Holder Rob Mungovan, Ecology Officer	Adoption of SPD relating to Biodiversity Report and consultation documents
Commissioning of Flood Risk Assessment - Covells Drain Key	Cabinet	09 October 2008	Environment Agency	Environmental Services Portfolio Holder Pat Matthews, Drainage Manager	Report
Workforce Plan 2008/09 Non-Key	Cabinet	09 October 2008	Staffing Portfolio Holder, 16 September 2008	Staffing Portfolio Holder Susan Gardner Craig, Human Resources Manager	Workforce Plan, Cabinet 9 June 2005 Workforce Plan - Report, 14/12/2006 Cabinet Workforce Plan, 14/12/2006 Cabinet Workforce Plan,

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
					12/03/2008 Policy Development Committee
ARBURY PARK: Scrutiny Report Non-Key	Cabinet Cabinet	08 May 2008 09 October 2008	Local residents; Impington Parish Council Scrutiny & Overview Committee, 2 October 2008	Cllr Mrs Liz Hezell New Communities Portfolio Holder, Planning Portfolio Holder Gareth Jones, Corporate Manager, Planning & Sustainable Communities, Jackie Sayers, Scrutiny Development Officer	Arbury Park Interim Report, 17/04/2008 Scrutiny and Overview Committee Scrutiny Issue - Arbury Park Interim report, 08/05/2008 Cabinet Report
Review of Medium Term Financial Strategy Key	Cabinet Council	09 October 2008 27 November 2008	Finance Scrutiny Task and Finish Group, 8 October 2008	Finance Portfolio Holder Greg Harlock, Chief Executive	Report
Air Quality Strategy Key	Environmental Services Portfolio Holder Environmental Services Portfolio Holder	28 October 2008 27 January 2009	Executive Management Team, 24 September 2008	Environmental Services Portfolio Holder Susan Walford,	Approval of Strategy for consultation Adoption of the Strategy

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Environmental Health Officer (Scientific)	
Council Integrated schedule of meetings for 2009-2010 Non-Key	Council	27 November 2008		Cllr Jim Stewart, Cllr Ray Manning Richard May, Democratic Services Manager	Report
Setting of Council Tax Base (including payment of Parish Precepts) Key	Chief Finance Officer	December 2008		Finance Portfolio Holder Lee Phanco, Head of Revenues, Greg Harlock, Chief Executive	Report
Capital & Revenue Estimates for Staffing & Central Overhead Accounts Non-Key	Cabinet	11 December 2008		Finance Portfolio Holder Peter Harris, Principal Accountant (General Fund and Costing)	Report
Local Development Framework (LDF) Annual Monitoring Report Key	Cabinet	11 December 2008		New Communities Portfolio Holder Jennifer Nuttycombe, Planning Policy Officer	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Response to Local Authority Finance Settlement 2009/10 Non-Key	Cabinet	11 December 2008		Finance Portfolio Holder Adrian Burns, Head of Accountancy	Report tabled at meeting, subject to date of announcement of the Settlement
Land Drainage & Surface Water Management Plans and The Pitt Review Key	Cabinet	11 December 2008	Scrutiny & Overview Committee, 4 December 2008	Environmental Services Portfolio Holder Pat Matthews, Drainage Manager, Dale Robinson, Corporate Manager, Health & Environmental Services	Report