

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 SEPTEMBER - 31 DECEMBER 2011

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 Finance and Staffing

Economic Development

Environmental Services

Housing

Northstowe and New Communities

Policy and Performance

Sustainability, Planning and Climate Change

Councillor Simon Edwards

Councillor Nick Wright

Councillor Sue Ellington

Councillor Mark Howell

Councillor Tim Wotherspoon

Councillor Tom Bygott

Councillor Peter Topping

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 03450 450 500 and ask to speak to that officer.

Key and other decisions expected to be made, and issues to be considered during the four months from 1 September 2011

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
GIRTON: Sale of land at Wellbrook Way Key	Cabinet	08 September 2011	Housing Portfolio Holder, 20 July 2011	Housing Portfolio Holder Jenny Clark, Lands Officer	Report
Establishing a Youth Council Non-Key	Cabinet	08 September 2011	Cllr Bridget Smith, Cabinet Champion for Children and Young People Member Development Task & Finish Group	Environmental Services Portfolio Holder Holly Adams, Democratic Services Team Leader, Tracy Mann, Development Officer	Report
Housing Revenue Account (HRA) Self- financing: Consequential actions Key	Cabinet	08 September 2011		Cllr Simon Edwards, Cllr Mark Howell Alex Colyer, Executive Director, Corporate Services, Stephen Hills, Corporate Manager, Affordable Homes	Report
Economic Development Priorities 2011/12 Non-Key	Cabinet	08 September 2011		Cllr Nick Wright Jo Mills, Corporate Manager, Planning and	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				New Communities	
NORTHSTOWE: Resourcing a Joint Delivery Team & Public Service Vision Key	Cabinet Council	08 September 2011 22 September 2011		Northstowe and New Communities Portfolio Holder Jo Mills, Corporate Manager, Planning and New Communities	Report
Cambridgeshire Green Infrastructure Strategy Key	Northstowe and New Communities Portfolio Holder	20 September 2011		Northstowe and New Communities Portfolio Holder David Bevan, Conservation Manager, Caroline Hunt, Local Development Framework Team Leader	Report and Strategy (publication expected 12 September 2011)
Grounds Maintenance Procurement Key	Housing Portfolio Holder	21 September 2011		Housing Portfolio Holder Geoff Clark, Neighbourhood Manager	Report
Revised Guidance on Gifts, Hospitality and Sponsorship	Council	22 September 2011	Constitution Review Working Party, 8 September 2011	Cllr Tony Orgee, Chairman of Council	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Non-Key				Fiona McMillan, Legal & Democratic Services Manager and Deputy Monitoring Officer	
Establishment of Working Groups: Procedure Non-Key	Council	22 September 2011	Constitution Review Working Party, 8 September 2011	Cllr Tony Orgee, Chairman of Council Holly Adams, Democratic Services Team Leader	Report
Annual Establishment of, and Appointments to, Council Bodies: Procedure Non-Key	Council	22 September 2011	Constitution Review Working Party, 8 September 2011	Cllr Tony Orgee, Chairman of Council Holly Adams, Democratic Services Team Leader	Report
THERE ARE NO SCHEDULED MEETINGS OF CABINET OR COUNCIL IN OCTOBER					
Recording of Meetings Non-Key	Cabinet	10 November 2011	Public consultation early autumn 2011	Policy and Performance Portfolio Holder Holly Adams, Democratic Services Team Leader	Report (publication expected 2 November 2011)
Member Training Programme 2012	Cabinet	10 November 2011	Member Development Task and Finish Group	Environmental Services Portfolio Holder	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Non-Key			Executive Management Team	Holly Adams, Democratic Services Team Leader	
Meetings Schedule 2012/13 Non-Key	Cabinet	10 November 2011		Leader of Council Ian Senior, Democratic Services Officer	Report
Review of Medium term Financial Strategy 2011/12 Key	Cabinet	10 November 2011	Finance and Staffing Portfolio Holder, Scrutiny & Overview Committee, 3 November 2011	Finance and Staffing Portfolio Holder Chief Executive	Report
Annual Scheduling of Meetings Policy, including Conduction of Meetings Non-Key	Cabinet	10 November 2011	Elected Members, Parish Councils, Executive and Senior Management Teams	Finance and Staffing Portfolio Holder Holly Adams, Democratic Services Team Leader	Report
Review of Waste and Recycling Collection Arrangements from Village Halls Key	Environmental Services Portfolio Holder	15 November 2011		Environmental Services Portfolio Holder Paul Quigley, Environment Services Manager	Report (publication expected 7 November 2011)
Sheltered Housing	Housing Portfolio	16 November 2011		Housing Portfolio	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Review Key	Holder			Holder Anita Goddard, Housing Operational Services Manager	
Sheltered Housing Communal Room Review Key	Housing Portfolio Holder	16 November 2011		Housing Portfolio Holder Tracey Cassidy, Supported Housing Manager	Report
Shared Ownership Policy Key	Housing Portfolio Holder	16 November 2011		Housing Portfolio Holder Stephen Hills, Corporate Manager, Affordable Homes	Report
Treasury and Debt Management Strategy (Revised) 2011/12 Key	Council	24 November 2011	Finance & Staffing Portfolio Holder, 15 November 2011	Finance and Staffing Portfolio Holder Adrian Burns, Head of Accountancy	Report
Council Meeting Schedule 2012/13 Non-Key	Council	24 November 2011		Cllr Tony Orgee, Chairman of Council Holly Adams, Democratic Services	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Team Leader	
South Cambridgeshire Sustainable Community Strategy 2011-2014 Key	Council	24 November 2011	Local Strategic Partnership (LSP) Public consultation	Leader of Council Paul Howes, Corporate Manager, Community and Customer Services	Report
THERE ARE NO SCHEDULED MEETINGS OF CABINET OR COUNCIL IN DECEMBER					
Setting of Council Tax Base 2012/13 Key	Chief Finance Officer	In month of December 2011		Finance and Staffing Portfolio Holder Philip Bird, Revenues Manager	Report