

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN

FROM 1 MARCH 2006



The Decision Makers

The members of the Council's executive are:

Leader of the Council

Councillor Sebastian Kindersley

Portfolio Holders

Community Development

Conservation, Sustainability and Community Planning

Environmental Health

Housing

Information and Customer Services

Planning and Economic Development

Resources and Staffing

Councillor Mrs Deborah Roberts

Councillor Mrs Jane Healey

Councillor Mrs Daphne Spink MBE

Councillor Mrs Elizabeth Heazell

Councillor John Batchelor

Councillor Dr David Bard

Councillor Richard Summerfield (Deputy Leader of the Council)

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.

Key Decisions expected to made during the four months from 1 March 2006

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
<p>Little Gransden: Adoption of Conservation Area Planning Guidance as Council Policy</p> <p>Following the designation of a new Conservation Area by the Portfolio Holder using her delegated powers, the Little Gransden Conservation Area Planning Guidance must be adopted as Council Policy</p>	<p>Conservation, Sustainability and Community Planning Portfolio Holder</p> <p>Cabinet</p>	<p>25th January 2006</p> <p>9th March 2006</p>	<p>The proposal to designate a Conservation Area at Little Gransden was subject to a period of public consultation, which included the Parish Council and all Local Members. Support for the proposal was received from the Parish Council. No letters of opposition to the designation of the Conservation Area were received as a result of the consultation process and a report was considered by the Conservation Advisory Group at its meeting on 25th January 2006. The Conservation Advisory Group supported the recommendation to designate a Conservation Area at Little Gransden and supported the approval of the draft appraisal</p>	<p>Contact Nick Grimshaw, Conservation Manager 01954 713180</p>	<p>Abstract of the Little Gransden Conservation Planning Guidance Setting out the Policies that are to be Adopted (as presented to Conservation Advisory Group, 25 January 2006)</p>

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			and its adoption as Council policy (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group).		
<p>Fen Ditton: Adoption of Conservation Area Planning Guidance as Council Policy</p> <p>Following the revision to the boundaries of the Conservation Area by the Portfolio Holder using her delegated powers, adoption of the Fen Ditton Conservation Area Planning Guidance as Council Policy</p>	<p>Conservation, Sustainability and Community Planning Portfolio Holder</p> <p>Cabinet</p>	<p>25th January 2006</p> <p>9th March 2006</p>	<p>The proposal to revise the boundaries of the Fen Ditton Conservation Area was subject to a six-week period of public consultation, which included the Parish Council and all Local Members. Support for the extension of the Conservation Area was received from the Parish Council, but they were opposed to the removal of Shepherds Close and Stanbury Close. A further 17 letters of opposition to the removal of Stanbury Close and / or Shepherds Close from the Conservation Area were received as a result of the consultation process and a report was considered by the Conservation Advisory</p>	<p>Contact Nick Grimshaw, Conservation Manager 01954 713180</p>	<p>Abstract of the Fen Ditton Conservation Planning Guidance Setting out the Policies that are to be Adopted (as presented to Conservation Advisory Group 25 January 2006)</p>

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			<p>Group at its meeting on 25 January 2006.</p> <p>The Conservation Advisory Group supported the recommendation to revise the boundaries of the Conservation Area at Fen Ditton in accordance with the revised proposals set out in the report to the Conservation Advisory Group (including the retention of Stanbury Close within the boundaries of the Conservation Area) and supported the approval of the draft appraisal and its adoption as Council Policy (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group).</p>		
<p>Horningsea: Adoption of Conservation Area Planning Guidance as Council Policy</p>	<p>Conservation, Sustainability and Community Planning Portfolio Holder</p> <p>Cabinet</p>	<p>25th January 2006</p> <p>9th March 2006</p>	<p>The draft Appraisal for the Horningsea Conservation Area was subject to a six-week period of public consultation, which included the Parish Council and all Local</p>	<p>Contact Nick Grimshaw, Conservation Manager 01954 713180</p>	<p>Abstract of the Horningsea Conservation Area Planning Guidance Setting out the Policies that are to be Adopted (as presented to Conservation Advisory</p>

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			<p>Members. Support for the appraisal was received from the Parish Council. No letters of objection were received as a result of the consultation process and a report was considered by the Conservation Advisory Group at its meeting on 25 January 2006.</p> <p>The Conservation Advisory Group supported the recommendation to adopt the Horningsea Appraisal as Council Policy (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group).</p>		Group 25 January 2006)
Model Charter with Parish Councils	Cabinet	9th March 2006	Parish Councils	Contact Simon McIntosh, Head of Community Services 01954 713350	Report to approve a process for Consultation with Parishes

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Local Area Agreements	Cabinet Council Cabinet Environmental Health Portfolio Holder Cabinet	10th November 2005 24th November 2005 9th February 2006 9th February 2006 9th March 2006		Contact Simon McIntosh, Head of Community Services or Paul Swift, Policy and Performance Review Manager, 01954 713017	Local Area Agreements (Cabinet 10 November 2005) Local Area Agreement (January 2006 Submission) Local Area Agreement (Final, Cabinet 9 March 2006)
Stapleford Parish Council: Community Hall Project	Community Development Portfolio Holder Cabinet	3rd February 2006 9th March 2006	Local Councillors have been consulted.	Contact Jane Lampshire, Sports Development Officer 01954 713349	Grant Application Report to decide level of funding (Cabinet, 9 March 2006)
Airey Development Programme - Update	Cabinet	9th March 2006	Residents Parish Councils Local Members Housing Portfolio Holder	Contact Denise Lewis, Head of Housing Strategic Services 01954 713351	Report
Gershon Efficiency Savings - Progress Report	Cabinet	9th March 2006		Contact Tim Wetherfield, Head of Policy and Communication 01954 713200	Report to Cabinet

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Children and Young People's Plan	Cabinet	9th March 2006		Contact Simon McIntosh, Head of Community Services 01954 713350	Final Plan
Local Management Organisation for Northstowe	Cabinet	9th March 2006		Contact Jane Thompson, Cultural Services Manager 01954 713348	Report
Travellers' Housing Needs Survey	Cabinet Cabinet	8th December 2005 9th March 2006	Development and Conservation Control Committee	Contact Traveller Project - Strategic Officer Group on Traveller Issues	Travellers' Housing Needs Survey - Initial Findings (Cabinet 8 December 2005) Travellers' Housing Needs Survey - Appendix (Cabinet 8 December 2005) Survey Results (Cabinet 9 March 2006)
Bassingbourn Dual Use Sports Facility Project	Cabinet	9th March 2006	Community and stakeholder consultation in progress	Contact Jane Lampshire, Sports Development Officer 01954 713349	Report and presentation to Cabinet

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Milton Country Park - Improving Facilities	Cabinet Cabinet	9th February 2006 Between 9th March 2006 and 31st December 2006		Contact Simon McIntosh, Head of Community Services 01954 713350	Milton Country Park - Improving Facilities Milton Country Park - Appendix 1 Milton Country Park - Appendix 2
Single Status Agreement	Cabinet Council	9th March 2006 23rd March 2006	UNISON GMB	Contact Jill Mellors, Human Resources Officer 01954 713299	Report and Agreement
Implementing Electronic Government: IEG Statement	Cabinet Cabinet Council	8th December 2005 9th March 2006 23rd March 2006		Contact Geoff Sissons, Applications and Information Manager 01954 713282	IEG Statement - Report (Cabinet, 8 December 2005) Draft IEG Statement (Cabinet, 8 December 2005) Final IEG Statement (Cabinet & Council, March 2006)
Investment Strategy	Cabinet Council	9th March 2006 23rd March 2006		Contact Adrian Burns, Chief Accountant 01954 713072	Report and Strategy

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Protection of Vulnerable Adults / Safeguarding Children Policies	Cabinet Cabinet Council	20th July 2004 9th March 2006 23rd March 2006		Contact Steve Hampson, Housing and Environmental Services Director 01954 713021	Policies for Protection of Children and Vulnerable Adults from Abuse - Report (Cabinet, 20 July 2004) Policies for Protection of Children and Vulnerable Adults from Abuse - Appendix A (Cabinet, 20 July 2004) Policies for Protection of Children and Vulnerable Adults from Abuse - Appendix B (Cabinet, 20 July 2004) Report and Policies (Cabinet & Council, March 2006)
Review of the Community Strategy for South Cambs	Cabinet	13th April 2006	All partners in the South Cambs Strategic Partnership	Contact Simon McIntosh, Head of Community Services 01954 713350	Report and review of Strategy
Cambridge Citizens' Advice Bureau Grant	Cabinet	13th April 2006		Contact Tricia Pope, Community Development Manager 01954 713290	Report

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Developing Traveller Issues Strategy	Cabinet Council	13th April 2006 27th April 2006		Contact Traveller Project - Strategic Officer Group on Traveller Issues	Report and draft Strategy
Quarterly Monitoring Report and Prudential Indicators (to 31 March 2006)	Cabinet	13th April 2006		Contact Graham Smith, Best Value and Management Accountant 01954 713126	Report
Use of Balances and Reserves Unused over Two Years	Cabinet Council	Between 13th April 2006 and 11th May 2006 Between 27th April 2006 and 25th May 2006		Contact Peter Harris, Principal Accountant (General Fund and Costing) 01954 713073	Report with recommendations
Swavesey Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder Cabinet	26th April 2006 11th May 2006	Public consultation begun in February 2006, with results reported to Conservation Advisory Group on 26 April 2006 .	Contact Nick Grimshaw, Conservation Manager 01954 713180	Report and Appraisal Swavesey - Draft Appraisal - Part 1 Swavesey - Draft Appraisal - Part 2 Swavesey - Draft Appraisal - Map

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Teversham Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder Cabinet	26th April 2006 11th May 2006	Public consultation begun in February 2006, with results reported to Conservation Advisory Group on 26 April 2006 .	Contact Nick Grimshaw, Conservation Manager 01954 713180	Report and Appraisal Teversham - Draft Appraisal
Milton: Baits Bite Lock Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder Cabinet	26th April 2006 11th May 2006	Public consultation begun in February 2006, with results reported to Conservation Advisory Group on 26 April 2006 .	Contact Nick Grimshaw, Conservation Manager 01954 713180	Report and Appraisal Baits Bite Lock - Draft Appraisal
Private Sector Housing Renewal Strategy	Environmental Health Portfolio Holder Cabinet	9th February 2006 11th May 2006	Environmental Health Portfolio Holder During February and March 2006 consultation will take place with: <ul style="list-style-type: none"> • Housing associations and Registered Social Landlords • Voluntary Sector involved with housing and homelessness issues • Private landlords that the Council is aware of • Tenants of private 	Contact Dale Robinson, Chief Environmental Health Officer 01954 713229, or Rosemary Simpson, Environmental Health Officer (Private Sector Housing) 01954 713368	Report and Strategy Private Sector Housing Renewal Strategy - Consultation Draft

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			landlords <ul style="list-style-type: none"> • South Cambridgeshire Primary Care Trust • GO East • CAB and other advice agencies • MP's • Kevin Reynolds (Strategic Lead on Community Living, SCDC Sheltered Housing) 		
2005/06 End of Year Corporate Milestone Report	Cabinet	11th May 2006		Contact Ian Salter, Performance Improvement Officer 01954 713018	Report
2005/06 End of Year Corporate Performance Indicator (PI) Report	Cabinet	11th May 2006		Contact Ian Salter, Performance Improvement Officer 01954 713018	Report
Race Equality Scheme	Cabinet Council Cabinet (Results of Public Consultation) Council (Approval of Final Scheme)	12th January 2006 26th January 2006 11th May 2006 25th May 2006	Internal Senior Officers Local communities and interest groups Local residents (via website)	Contact Tim Wetherfield, Head of Policy and Communication 01954 713200	Race Equality Scheme - Report Race Equality Scheme - Cover Race Equality Scheme

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Discretionary Rate Relief	Cabinet Cabinet	8th December 2005 Between 11th May 2006 and 10th May 2007		Contact Lee Phanco, Assistant Director of Finance and Resources (Revenues)	Policy for the Award of Discretionary Relief from Non-Domestic Rates for Charitable Organisations - Report (Cabinet 8 December 2005) Policy for the Award of Discretionary Relief from Non-Domestic Rates for Charitable Organisations - Appendix (Cabinet 8 December 2005) Report (Cabinet, 2006-07 Council Year)
Future Options for the Procurement of Housing Repairs	Cabinet Cabinet	8th December 2005 8th June 2006		Contact Steve Hampson, Housing and Environmental Services Director 01954 713021	Housing Responsive Repairs Procurement - Report (Cabinet 8 December 2005) Housing Responsive Repairs Procurement - Executive Summary (Cabinet 8 December 2005) Housing Responsive Repairs Procurement - Complete Review (Cabinet 8 December 2005)

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					Report on delivery of the Action Plan (Cabinet 8 June 2006)
Performance Plan	Cabinet	8th June 2006		Contact Paul Swift, Policy and Performance Review Manager 01954 713017	Performance Plan 2006
Approval of Statement of Accounts 2005/06	Council	22nd June 2006		Contact Adrian Burns, Chief Accountant 01954 713072	Statement of Accounts 2005/06
Combined Community and Cultural Strategy Replaces Arts Strategy, Sports Strategy and Community Development Strategy.	Cabinet	14th September 2006		Contact Tricia Pope, Community Development Manager 01954 713290	Report and Strategy