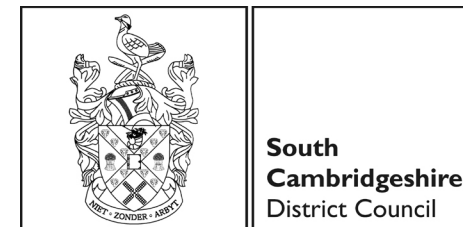


## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

### **FORWARD PLAN**

**FROM 3 APRIL 2006**



### **The Decision Makers**

The members of the Council's executive are:

Leader of the Council

Councillor Sebastian Kindersley

#### **Portfolio Holders**

Community Development

Councillor Mrs Deborah Roberts

Conservation, Sustainability and Community Planning

Councillor Mrs Jane Healey

Environmental Health

Councillor Mrs Daphne Spink MBE

Housing

Councillor Mrs Elizabeth Heazell

Information and Customer Services

Councillor John Batchelor

Planning and Economic Development

Councillor Dr David Bard

Resources and Staffing

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 3 April 2006**

<b>Issue/Key Decision</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>How to Make Representations</b>	<b>Documents submitted to the Decision Maker</b>
Histon: Future of Public Car Park, High Street	Housing Portfolio Holder	Not before 31st March, 2006		Contact Jenny Clark, Lands Officer 01954 713336	Report to Housing Portfolio Holder
Meldreth: West Way - Sale of Land and Pedestrian Right of Way	Housing Portfolio Holder	Not before 31st March, 2006		Contact Jenny Clark, Lands Officer 01954 713336	Report to Housing Portfolio Holder
Sawston: Future of Public Car Park, High Street	Housing Portfolio Holder	Not before 31st March, 2006		Contact Jenny Clark, Lands Officer 01954 713336	Report to Housing Portfolio Holder
Linton: Future of Public Car Park, Coles Lane	Cabinet	13th April, 2006	Councillors JD Batchelor and Mrs GJ Smith, Local Members for Linton Linton Parish Council Shire Homes	Contact Jenny Clark, Lands Officer 01954 713336	Report to Housing Portfolio Holder
Melbourn: High Street - Sale of SCDC Car Park to Melbourn Parish Council	Cabinet	13th April, 2006	Councillors Mrs VM Trueman and DALG Wherrell, Local Members for Melbourn Melbourn Parish Council Shire Homes	Contact Jenny Clark, Lands Officer 01954 713336	Report to Housing Portfolio Holder

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Model Charter with Parish Councils	Cabinet	13th April, 2006	Parish Councils	Contact Simon McIntosh, Head of Community Services 01954 713350	Report to approve a process for Consultation with Parishes
Local Area Agreements	Cabinet	13th April, 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 13 April 2006)
Stapleford Parish Council: Community Hall Project	Cabinet	13th April, 2006	Local Councillors have been consulted.	Contact Jane Lampshire, Sports Development Officer 01954 713349	Grant Application  Report to decide level of funding (Cabinet, 13 April 2006)
Airey Development Programme - Update	Cabinet	13th April, 2006	Residents Parish Councils Local Members Housing Portfolio Holder	Contact Denise Lewis, Head of Housing Strategic Services 01954 713351	Report
Resources for Choice Based Lettings	Cabinet	13th April, 2006		Contact Susan Carter, Housing Advice and Homelessness Manager 01954 713043	Report

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Preventative Technology Grant for Lifelines / Telecare Officer Post	Cabinet	13th April, 2006		Contact Kevin Reynolds, Strategic Lead - Community Living 08450 450 451	Report
Travellers' Housing Needs Survey	Cabinet	13th April, 2006	Development and Conservation Control Committee	Contact Traveller Project - Strategic Officer Group on Traveller Issues	<p>Travellers' Housing Needs Survey - Initial Findings (Cabinet 8 December 2005)</p> <p>Travellers' Housing Needs Survey - Appendix (Cabinet 8 December 2005)</p> <p>Survey Results (Cabinet 13 April 2006)</p>
Cambridge Citizens' Advice Bureau Grant	Cabinet	13th April, 2006		Contact Tricia Pope, Community Development Manager 01954 713290	Report
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

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Single Status Agreement	Cabinet Council	13th April, 2006 27th April, 2006	UNISON GMB	Contact Jill Mellors, Human Resources Officer 01954 713299	Report and Agreement
Implementing Electronic Government: IEG Statement	Cabinet Council	13th April, 2006 27th April, 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, 13 April 2006 & Council, 27 April 2006)
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
Use of Balances and Reserves Unused over Two Years	Cabinet Council	13th April, 2006 27th April, 2006		Contact Peter Harris, Principal Accountant (General Fund and Costing) 01954 713073	Report with recommendations

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Milton Country Park - Improving Facilities / Future Management	Cabinet	Between 13th April, 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
Milton: Baits Bite Lock Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder  Cabinet	26th April, 2006  11th May, 2006	<a href="#">Public consultation</a> begun in February 2006, with results reported to Conservation Advisory Group on <a href="#">26 April 2006</a> .	Contact Nick Grimshaw, Conservation and Design Manager 01954 713180	Report and Appraisal Baits Bite Lock - Draft Appraisal
Swavesey Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder  Cabinet	26th April, 2006  11th May, 2006	<a href="#">Public consultation</a> begun in February 2006, with results reported to Conservation Advisory Group on <a href="#">26 April 2006</a> .	Contact Nick Grimshaw, Conservation and Design Manager 01954 713180	Report and Appraisal Swavesey - Draft Appraisal - Part 1 Swavesey - Draft Appraisal - Part 2 Swavesey - Draft Appraisal - Map

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Teversham Conservation Area Appraisal	Conservation, Sustainability and Community Planning Portfolio Holder  Cabinet	26th April, 2006  11th May, 2006	<a href="#">Public consultation</a> begun in February 2006, with results reported to Conservation Advisory Group on <a href="#">26 April 2006</a> .	Contact Nick Grimshaw, Conservation and Design Manager 01954 713180	Report and Appraisal  Teversham - Draft Appraisal
Local Management Organisation for Northstowe	Cabinet	11th May, 2006		Contact Jane Thompson, Cultural Services Manager 01954 713348	Report
Review of the Community Strategy for South Cambs	Cabinet	11th May, 2006	All partners in the South Cambs Strategic Partnership	Contact Simon McIntosh, Head of Community Services 01954 713350	Report and review of Strategy
Private Sector Housing Renewal Strategy	Cabinet	11th May, 2006	Environmental Health Portfolio Holder During February and March 2006 consultation will take place with: <ul style="list-style-type: none"> <li>• Housing associations and Registered Social Landlords</li> <li>• Voluntary Sector involved with housing and</li> </ul>	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

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
			<p>homelessness issues</p> <ul style="list-style-type: none"> <li>• Private landlords that the Council is aware of</li> <li>• Tenants of private landlords</li> <li>• South Cambridgeshire Primary Care Trust</li> <li>• GO East</li> <li>• CAB and other advice agencies</li> <li>• MP's</li> <li>• Kevin Reynolds (Strategic Lead on Community Living, SCDC Sheltered Housing)</li> </ul>		
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



Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Discretionary Rate Relief	Cabinet	Between 11th May, 2006 and 10th May, 2007		Contact Lee Phanco, Assistant Director of Finance and Resources (Revenues)	<p>Policy for the Award of Discretionary Relief from Non-Domestic Rates for Charitable Organisations - Report (Cabinet 8 December 2005)</p> <p>Policy for the Award of Discretionary Relief from Non-Domestic Rates for Charitable Organisations - Appendix (Cabinet 8 December 2005)</p> <p>Report (Cabinet, 2006-07 Council Year)</p>
Race Equality Scheme – Results of Public Consultation	Cabinet Council	11th May, 2006 25th May, 2006	Internal Senior Officers Local communities and interest groups Local residents ( <a href="#">via website</a> )	Contact Tim Wetherfield, Head of Policy and Communication 01954 713200	<p>Race Equality Scheme - Report</p> <p>Race Equality Scheme - Cover</p> <p>Race Equality Scheme</p>
Future Options for the Procurement of Housing Repairs	Cabinet	8th June, 2006		Contact Steve Hampson, Housing and Environmental Services Director 01954 713021	<p>Housing Responsive Repairs Procurement - Report (Cabinet 8 December 2005)</p> <p>Housing Responsive Repairs Procurement -</p>

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
					<p>Executive Summary (Cabinet 8 December 2005)</p> <p>Housing Responsive Repairs Procurement - Complete Review (Cabinet 8 December 2005)</p> <p>Report on delivery of the Action Plan (Cabinet 8 June 2006)</p>
Performance Plan	Cabinet	8th June, 2006		Contact Paul Swift, Policy and Performance Review Manager 01954 713017	Performance Plan 2006
Increase in Charges to Hostel Residents	Cabinet Council	8th June, 2006 22nd June, 2006		Contact Steve Hampson, Housing and Environmental Services Director 01954 713021	Report
Food Safety Service Plan	Cabinet Council	8th June, 2006 22nd June, 2006		Contact Geoff Keerie, Principal Environmental Health Officer 08450 450 063	Report and Plan
Health and Safety Plan	Cabinet Council	8th June, 2006 22nd June, 2006		Contact Geoff Keerie, Principal Environmental Health Officer 08450 450 063	Report and Plan

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Move to Four-Yearly District Council Elections – Results of Public Consultation	Council	Between 22nd June, 2006 and 24th August, 2006	<p>Public consultation begun via <i>South Cambs Magazine</i> Spring 2006 Edition and on the Council's website, with a deadline for responses of 28 April 2006.</p> <p>Members of the public can respond via:</p> <ul style="list-style-type: none"> <li>• the <a href="#">on-line form</a> on the Council's website;</li> <li>• by e-mail to <a href="mailto:consultation@scambs.gov.uk">consultation@scambs.gov.uk</a>;</li> <li>• by telephone to 08450 455213; or</li> <li>• in writing to Electoral Services, South Cambridgeshire District Council, FREEPOST (CB860), Cambridge CB3 6BR.</li> </ul>	Contact Tim Wetherfield, Head of Policy and Communication 01954 713200	<p>Proposed Move to Four Yearly All Out District Council Elections</p> <p>Have your say on local elections (South Cambs Magazine, Spring 2006 Edition)</p>
Approval of Statement of Accounts 2005/06	Audit Panel (to whom delegated authority was granted by Council on 23 February 2006)	30th June, 2006 (provisional)		Contact Adrian Burns, Chief Accountant 01954 713072	Statement of Accounts 2005/06

Issue/Key Decision	Decision Maker	Timetable	Consultations	How to Make Representations	Documents submitted to the Decision Maker
Policy and Financial Review 2007-08, including a review of the Medium Term Financial Strategy	Cabinet Council	13th July, 2006 27th July, 2006		Contact Adrian Burns, Chief Accountant 01954 713072, or Paul Swift, Policy & Performance Review Manager, 01954 713017	Report
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