

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 NOVEMBER 2006

The Decision Makers

The members of the Council's executive are:

Leader of the Council

Councillor Dr David Bard

Portfolio Holders

Community Development

Councillor Mrs Vicky Ford

Conservation, Sustainability and Community Planning

Councillor James Hockney

Environmental Health

Councillor Ray Manning

Housing

Councillor Mrs Deborah Roberts

Planning and Economic Development

Councillor Mrs Daphne Spink (Deputy Leader of the Council)

Resources, Staffing, Information and Customer Services

Councillor Simon Edwards

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.

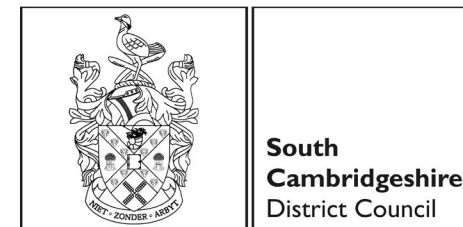
Where a decision is recorded as to be made by an individual councillor, the decision will be made in their capacity as the relevant Portfolio Holder.

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 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 November 2006

Issue Key Decision?	Decision Maker	Timetable	Consultations	Costs or Savings	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Planning Services Inspection Action Plans Non-Key	Planning Committee Cabinet	01 November 2006 09 November 2006	Planning and Economic Development Portfolio Holder Audit Panel Planning Committee		Planning and Economic Development Portfolio Holder Gareth Jones, Head of Planning Services	Council Report - Planning Council Report - Planning appendices 1-7
Procedure for Local Investigation of Referred Complaints Key	Standards Committee Council	08 November 2006 Before 30 April 2007			Fiona McMillan, Assistant Solicitor	Procedure for Local Investigation of Referred Complaints, 09/08/2006 Standards Committee
Procedure for Local Standards Hearings Key	Standards Committee Council	08 November 2006 Before 30 April 2007			Fiona McMillan, Assistant Solicitor	Procedure for Local Standards Hearings, 09/08/2006 Standards Committee
Discretionary Compensation Regulations	Cabinet	09 November 2006			Resources, Staffing, Information and Customer Services Portfolio	None.

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Non-Key					Holder Greg Harlock, Chief Executive	
Local Area Agreements including Quarterly Report Non-Key	Cabinet	09 November 2006			Conservation, Sustainability and Community Planning Portfolio Holder Simon McIntosh, Head of Community Services, Paul Swift, Policy and Performance Review Manager	Progress Towards Stretch Targets - Report, 12/10/2006 Cabinet
Airey Development Programme - Update Key	Cabinet	09 November 2006	Residents Parish Councils Local Members Housing Portfolio Holder		Housing Portfolio Holder Denise Lewis, Head of Housing Strategic Services, Steve Annetts, Housing Asset and Investment Manager	Airey Redevelopment Programme Update September 2006, 04/09/2006 Housing Portfolio Holder Meeting
Options Appraisal for Residual Airey Units Key	Cabinet	09 November 2006	<ul style="list-style-type: none"> • Affected tenants • SCDC Planning Officers • Teversham Parish Council, and Local 		Housing Portfolio Holder Christine Adlam, Development Officer, Steve	Options Appraisal for Residual Airey Properties, 04/09/2006 Housing Portfolio Holder Meeting

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			<p>Members, Parish Councils and affected residents in the villages of Histon, Bassingbourn, Coton, Fulbourn, Sawston and Gamlingay on the available options</p> <ul style="list-style-type: none"> • The Tenant Participation Group 		Annetts, Housing Asset and Investment Manager, Denise Lewis, Head of Housing Strategic Services	Airey Decent Homes List 07 06 06, 04/09/2006 Housing Portfolio Holder Meeting
Trade Waste Business Plan Key	Cabinet	09 November 2006	Senior Management Team Resources, Staffing, Information & Customer Services and Environmental Health Portfolio Holders	Savings	Environmental Health Portfolio Holder Stuart Harwood-Clark, General Works Manager, Dale Robinson, Chief Environmental Health Officer	Report Business Plan
Housing Grants Policy Amendments Key	Cabinet	09 November 2006			Environmental Health Portfolio Holder Maureen Nudds, Home Improvement Agency Project Co-	Report

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					ordinator, Dale Robinson, Chief Environmental Health Officer	
Local Management Organisation for Northstowe Non-Key	Cabinet	09 November 2006			Community Development Portfolio Holder Jane Thompson, Cultural Services Manager	Report
Agreement of List of Rural Settlements for Business Rates Purposes Key	Resources, Staffing, Information and Customer Services Portfolio Holder	21 November 2006			Resources, Staffing, Information and Customer Services Portfolio Holder Lee Phanco, Assistant Director of Finance and Resources (Revenues)	Report to Portfolio Holder
Housing Market Assessment for the Cambridge Sub Region Non-Key	Planning and Economic Development Portfolio Holder	21 November 2006	The project has been developed in consultation with all of the authorities in the sub-Region and relevant government agencies, via the Cambridge sub-		Housing Portfolio Holder, Planning and Economic Development Portfolio Holder Mike Knight, Housing Strategy Manager, Keith	HPFH and PEDPH Report Sep 06, 04/09/2006 Housing Portfolio Holder Meeting Housing Mkt Assessment 21Nov06,

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			Region Affordable and Social Housing Group (CRASH).		Miles, Planning Policy Manager	21/11/2006 Planning and Economic Development Portfolio Holder Meeting
Medium Term Financial Strategy 2007/08 to 2010/11 Key	Cabinet Council	09 November 2006 23 November 2006			Resources, Staffing, Information and Customer Services Portfolio Holder Adrian Burns, Chief Accountant, Paul Swift, Policy and Performance Review Manager	Draft MTFS - Report, 12/10/2006 Cabinet Draft MTFS - Appendix 1, 12/10/2006 Cabinet Draft MTFS - Appendix 2A, 12/10/2006 Cabinet Draft MTFS - Appendix 2B, 12/10/2006 Cabinet Draft MTFS - Appendix 3A, 12/10/2006 Cabinet Draft MTFS - Appendix 3B, 12/10/2006 Cabinet
Licensing (Gambling) Policy Key	Cabinet Council	09 November 2006 23 November 2006	Various statutory and other groups Public consultation on draft policy via		Environmental Health Portfolio Holder	Final Policy (Cabinet and Council, November 2006)

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			the Council's website , ending 29 September 2006		Myles Bebbington, Licensing Officer	
Race Equality Impact Assessments Key	Cabinet Council	09 November 2006 23 November 2006	Resources, Staffing, Information & Customer Services Portfolio Holder		Resources, Staffing, Information and Customer Services Portfolio Holder Tim Wetherfield, Head of Policy and Communication	Reports to Resources, Staffing, Information and Customer Services Portfolio Holder and to Cabinet
Increase in Charges to Hostel Residents Non-Key	Cabinet Council	09 November 2006 23 November 2006			Housing Portfolio Holder Steve Hampson, Executive Director	Report
Disability Equality Scheme Key	Cabinet Council	09 November 2006 23 November 2006			Resources, Staffing, Information and Customer Services Portfolio Holder Tim Wetherfield, Head of Policy and Communication	Report and Scheme
Recording of Meetings	Council	23 November 2006	Tyco and UKCouncil have been consulted, as		Resources, Staffing, Information and Customer	Recording of Meetings, Council 26/08/2004

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Non-Key			have the local authorities in the eastern region		Services Portfolio Holder Patrick Adams, Senior Democratic Services Officer	Recording of Meetings - Appendix 1: Webcasting, Council 26/08/2004
Reappointment of Members of the Independent Panel on Members' Allowances Non-Key	Council	23 November 2006			Richard May, Democratic Services Manager	Report
Dog Control Service - Future Options Key	Cabinet	Either 09 November 2006 or 14 December 2006		Savings	Environmental Health Portfolio Holder Paul Quigley, Environmental Services Manager, Dale Robinson, Chief Environmental Health Officer	Report
FULBOURN: Windmill Estate Redevelopment Proposals Key	Cabinet Council	Either 09 November 2006 or 14 December 2006 Either 23 November 2006 or 25 January 2007	<ul style="list-style-type: none"> • Consultations with residents and other stakeholders carried out 2003/4. • Consultations in 		Housing Portfolio Holder Denise Lewis, Head of Housing Strategic Services	Recommendation from Windmill Estate Steering Group (Cabinet November or December 2006 & Council November

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			2006 with Local Members, Housing Portfolio Holder, Leader of the Council <ul style="list-style-type: none"> • Windmill Estate Project Steering Group 			2006 or January 2007)
Proposed Air Quality Management Area Key	Environmental Health Portfolio Holder	December 2006			Environmental Health Portfolio Holder Susan Walford, Environmental Health Officer (Scientific)	Report Detailed Assessment Dispersion Modelling
Council Tax: Setting of Council Tax Base (including payment of Parish Precepts) Key	Chief Finance Officer	December 2006			Greg Harlock, Chief Executive	None
Corporate Milestones Quarterly Report 2006/07 - Second Quarter Non-Key	Cabinet	14 December 2006		Potential costs or virement of resources to achieve targets.	Resources, Staffing, Information and Customer Services Portfolio Holder Ian Salter, Performance Improvement	Report

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					Officer	
<p>Corporate Performance Indicator 2006/07 Quarterly Report - Second Quarter</p> <p>Non-Key</p>	Cabinet	14 December 2006		Potential costs or virement of resources to achieve targets.	<p>Resources, Staffing, Information and Customer Services Portfolio Holder</p> <p>Ian Salter, Performance Improvement Officer</p>	Report
<p>Annual Planning Policy Monitoring Report</p> <p>Non-Key</p>	Cabinet	14 December 2006	None.		<p>Planning and Economic Development Portfolio Holder</p> <p>Tim Waller, Planning Policy Officer (Monitoring)</p>	Annual Progress Reports
<p>SHEPRETH: 74-76 Frog End</p> <p>Non-Key</p>	Cabinet <i>Outcome of Options Appraisal</i>	14 December 2006	<ul style="list-style-type: none"> • Affected tenants • Local Member • Shepreth Parish Council 		<p>Housing Portfolio Holder</p> <p>Denise Lewis, Head of Housing Strategic Services</p>	<p>74-76 Frog End Shepreth - Report, 04/09/2006 Housing Portfolio Holder Meeting</p> <p>74-76 Frog End Shepreth - Map, 04/09/2006 Housing Portfolio Holder Meeting</p>

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Community Strategy 2007-2010 Key	Cabinet	14 December 2006	<ul style="list-style-type: none"> • Public Consultations • Postal Survey • Workshops with neighbourhoods • Councillor workshops 		<p>Community Development Portfolio Holder</p> <p>Paul Swift, Policy and Performance Review Manager</p>	<p>Community Strategy 2007-2010</p> <p>Results of Quality of Life Survey - June 06, 13/06/2006 South Cambridgeshire Local Strategic Partnership Board & 14/09/2006 Cabinet</p>
Private Sector Housing Renewal Strategy Key	Cabinet	14 December 2006	<p>Environmental Health Portfolio Holder</p> <p>During February and March 2006 consultation took place with:</p> <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 landlords • South 		<p>Environmental Health Portfolio Holder</p> <p>Dale Robinson, Chief Environmental Health Officer, Rosemary Simpson, Environmental Health Officer (Food Control & Health & Safety)</p>	<p>Report and Strategy</p> <p>Private Sector Housing Renewal Strategy - Consultation Draft</p>

Issue Key Decision?	Decision Maker	Timetable	Consultations	Costs or Savings	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
			Cambridgeshire Primary Care Trust <ul style="list-style-type: none"> • GO East • CAB and other advice agencies • MP's • Kevin Reynolds (Strategic Lead on Community Living, SCDC Sheltered Housing) 			
HISTON: Future of Public Car Park, High Street Non-Key	Cabinet	14 December 2006	Housing Portfolio Holder Histon Parish Council		Housing Portfolio Holder Jenny Clark, Lands Officer	Update on Histon & Sawston Car Parks, 13/04/2006 Cabinet Report with recommendation from the Housing Portfolio Holder, 08/06/2006 Cabinet
SAWSTON: 57/59 High Street, Disposal of Council Property on Open Market Non-Key	Cabinet	14 December 2006	<ul style="list-style-type: none"> • Local Members for Sawston • Sawston Parish Council • Shire Homes • Housing Portfolio Holder 		Housing Portfolio Holder Jenny Clark, Lands Officer	Report to Cabinet with recommendations from the Housing Portfolio Holder
Choice-Based Lettings Scheme	Cabinet <i>Draft Allocations</i>	14 December 2006	Other District housing authorities		Housing Portfolio Holder	Sub-Regional Choice-Based

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Key	<i>Policy</i>		<p>in Cambridge Sub-Region RSLs in the Cambridge Sub-Region Residents/tenants Relevant Statutory and voluntary sector agencies Housing Portfolio Holder</p> <p>4 September 2006: Consultation on the policy is to commence.</p>		Andy Glaves, Choice Based Lettings Project Officer	<p>Lettings Scheme</p> <p>Housing Choice Based Lettings, 13/04/2006 Cabinet</p> <p>Choice Based Lettings policy Sept 06, 04/09/2006 Housing Portfolio Holder Meeting</p> <p>Choice Based Lettings, 14/09/2006 Cabinet</p>
<p>Cambridge Challenge: Housing Corporation proposed Registered Social Landlord Selection Process for Northstowe, Cambridge Southern Fringe and North West Cambridge</p> <p>Key</p>	Cabinet	14 December 2006	<p>Leader, Housing and Planning and Economic Development Portfolio Holders Cambridge City Council Cambridgeshire Horizons English Partnerships Developers / Landowners Registered Social Landlords</p>	Not applicable	<p>Housing Portfolio Holder, Planning and Economic Development Portfolio Holder</p> <p>Denise Lewis, Head of Housing Strategic Services</p>	Report
Criminal Records Bureau (CRB)	Cabinet	14 December 2006	Senior Management Team		Resources, Staffing, Information	CRB Checks, 20/07/2006 Scrutiny

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Checks for Councillors Key	Council	25 January 2007	Cambridgeshire County Council Huntingdonshire District Council Cambridge City Council		and Customer Services Portfolio Holder Patrick Adams, Senior Democratic Services Officer, Susan Gardner Craig, Human Resources Manager	and Overview Committee County Council Report on Checks appendix a, 20/07/2006 Scrutiny and Overview Committee CRB Checks - Report, 14/09/2006 Cabinet CRB Checks - Appendix A, 14/09/2006 Cabinet CRB Checks - Appendix B, 14/09/2006 Cabinet
Workforce Plan Non-Key	Cabinet Council	14 December 2006 25 January 2007			Resources, Staffing, Information and Customer Services Portfolio Holder Susan Gardner Craig, Human Resources Manager	Workforce Plan, Cabinet 9 June 2005 Report, Cabinet 9 November 2006
Discretionary Rate Relief	Cabinet	14 December 2006			Resources, Staffing, Information	Policy for the Award of Discretionary

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Key	Council	25 January 2007			and Customer Services Portfolio Holder Lee Phanco, Assistant Director of Finance and Resources (Revenues)	Relief from Non- Domestic Rates other than for Charitable Organisations (Cabinet 14 December 2006)
Capital and Revenue Estimates for Staffing and Central Overhead Accounts Key	Cabinet Council	14 December 2006 25 January 2007			Resources, Staffing, Information and Customer Services Portfolio Holder Peter Harris, Principal Accountant (General Fund and Costing)	Report
MILTON Country Park - Improving Facilities / Future Management Key	Cabinet Council <i>(possibly)</i>	14 December 2006 25 January 2007	<ul style="list-style-type: none"> • Milton Country Park Advisory Group • Friends of Milton Country Park • Milton Parish Council • Agencies interested in managing the park 		Community Development Portfolio Holder Simon McIntosh, Head of Community Services	Report

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Single Status Agreement Key	Cabinet Council	14 December 2006 25 January 2007	UNISON GMB		Resources, Staffing, Information and Customer Services Portfolio Holder Jill Mellors, Human Resources Officer	Report and Agreement
Private Hire and Taxi Drivers: Driving Tests Key	Environmental Health Portfolio Holder Licensing Committee Cabinet	December 2006 or January 2007 December 2006 or January 2007 Either 11 January 2007 or 08 February 2007	Private Hire and taxi operators		Environmental Health Portfolio Holder Myles Bebbington, Licensing Officer	Report
Private Hire and Hackney Carriage Driver: Amendments to Conditions Key	Environmental Health Portfolio Holder Licensing Committee Cabinet	December 2006 or January 2007 December 2006 or January 2007 Either 11 January 2007 or 08 February 2007			Environmental Health Portfolio Holder Myles Bebbington, Licensing Officer	Report
Quarterly Monitoring Report including Budgetary	Cabinet Resources,	11 January 2007 January 2007			Resources, Staffing, Information and Customer	Report (for information only)

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Control and Prudential Indicators: Third Quarter 2006/07 Non-Key	Staffing, Information and Customer Services Portfolio Holder				Services Portfolio Holder Graham Smith, Best Value and Management Accountant	
Cambridge East Transport Strategy Key	Cabinet	11 January 2007	Cambridge East Member Reference Group – November 2006		Planning and Economic Development Portfolio Holder Jonathan Dixon, Principal Planning Officer (Transport)	Report
Cambridgeshire Waste Collection / Disposal Partnering Agreement Key	Cabinet Council	11 January 2007 25 January 2007	Cambridgeshire waste collection and waste disposal authorities		Environmental Health Portfolio Holder Dale Robinson, Chief Environmental Health Officer	Report Partnering Agreement
Housing Stock Options Key	Cabinet	Either 11 January 2007 or 08 February 2007	<ul style="list-style-type: none"> • Initial tenant road shows September 2004 • Working Group with tenant representatives 		Housing Portfolio Holder Steve Hampson, Executive Director	Housing Options - Report

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Members' Allowances 2007- 08 Non-Key	Council	Either 25 January 2007 or 22 February 2007	Special Responsibility Allowance holders and group leaders	Included in 2007/08 budget	Maggie Jennings, Democratic Services Officer	Report to Independent Review Panel Recommendations to Council of the Independent Review Panel
Combined Community and Cultural Strategy Key	Cabinet	08 February 2007			Community Development Portfolio Holder Simon McIntosh, Head of Community Services	Report and Strategy
Disposal of Land to Papworth Trust Key	Cabinet <i>Nether Grove, Longstanton and Queens Close, Over</i>	08 February 2007	Local consultation on the individual proposals for affordable housing as part of the planning application process. In most cases there has also been local consultation as part of the development of the proposals. Housing Services have been consulted on and support each of the proposals for these sites.		Housing Portfolio Holder Denise Lewis, Head of Housing Strategic Services	Papworth - Disposal of Land to the Trust, 08/06/2006 Cabinet Papworth - Disposal of Land to the Trust - Appendix A - Nether Grove, Longstanton, 08/06/2006 Cabinet Papworth - Disposal of Land to the Trust - Appendix C - Queens Close, Over, 08/06/2006 Cabinet

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			Where proposals directly affect existing residents they have also been consulted as part of the development of proposals, e.g., Queens Close, Over.			
Capital and Revenue Estimates, Council Tax and Prudential Indicators Key	Cabinet Council	08 February 2007 22 February 2007	All Portfolio Holders		All Portfolio Holders Adrian Burns, Chief Accountant	Report
Housing Rents and Service Charges Key	Cabinet Council	08 February 2007 22 February 2007			Housing Portfolio Holder, Resources, Staffing, Information and Customer Services Portfolio Holder Adrian Burns, Chief Accountant	Report
SWAVESEY Byeways Rate Key	Council	22 February 2007	Swavesey Byeways Advisory Group		Environmental Health Portfolio Holder Pat Matthews, Drainage Manager	Recommendation from the Swavesey Byeways Advisory Group

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Private Hire and Taxi Driver Testing: Certificate of Compliance Key	Environmental Health Portfolio Holder Licensing Committee Cabinet	March 2007 March 2007 12 April 2007	Trade organisations Operators and vehicle owners		Environmental Health Portfolio Holder Myles Bebbington, Licensing Officer	Report Tender Documents
Nottingham Declaration 2 Non-Key	Council	26 April 2007			Strategic Sustainability Officer Conservation, Sustainability and Community Planning Portfolio Holder	Report
Deferred Items						
OVER: Elm Court - Water Charges Non-Key	Housing Portfolio Holder				Housing Portfolio Holder	Report to Housing Portfolio Holder
Disabled Facilities Grants: Child	Cabinet				Environmental Health Portfolio	Confidential Report to Cabinet, 9

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Adaptations (Not Main Residence) Key	Cabinet				Holder Chief Environmental Health Officer	February 2006
STAPLEFORD Parish Council: Community Hall Project Non-Key	Cabinet		Local Councillors have been consulted.		Community Development Portfolio Holder Sports Development Officer	Grant Application Report to decide level of funding (Cabinet, 13 April 2006)
BLACKWELL and WHADDON Travellers' Site: Service Charges Key	Community Development Portfolio Holder Cabinet		Councillors NN Cathcart and DC McCraith, Local Members for Bassingbourn Ward Councillors Mrs HM Smith and RT Summerfield, Local Members for Milton Ward		Community Development Portfolio Holder Simon McIntosh, Head of Community Services	Report to Community Development Portfolio Holder
COTTENHAM: Victory Way - Sale of Accessway Non-Key	Housing Portfolio Holder				Housing Portfolio Holder Jenny Clark, Lands Officer	Report to Housing Portfolio Holder
GUILDEN MORDEN: Phoenix	Community Development		All District Councillors were		Community Development	Grant Application

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(Community Facilities Grants 2006/07) Non-Key	Portfolio Holder		consulted.		Portfolio Holder Jane Thompson, Cultural Services Manager	
Revisions to the Constitution Non-Key	Council		Constitution Review Working Party		Richard May, Democratic Services Manager	Textual Revisions to Constitution, 27/07/2006 Council Revisions to Constitution - Standards Committee, 27/07/2006 Council Substantive Revisions to Constitution, 27/07/2006 Council SCDC Constitution April 2006 Article 09 - The Standards Committee
Move to Four- Yearly District Council Elections Key	Council	25 October 2007	Public consultation undertaken via South Cambs Magazine Spring 2006 Edition and on the Council's website, with a	Respond via the on- line form on the Council's website (www.scambs.gov.u k); by e-mail to consultation@scam bs.gov.uk; by	Resources, Staffing, Information and Customer Services Portfolio Holder	Proposed Move to Four Yearly All Out District Council Elections Have your say on local elections

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			<p>deadline for responses of 28 April 2006.</p> <p>Members of the public could respond via:</p> <ul style="list-style-type: none"> • the on-line form on the Council's website; • by e-mail to consultation@scambs.gov.uk; • by telephone to 08450 455213; or • in writing to Electoral Services, South Cambridgeshire District Council, FREEPOST (CB860), Cambridge CB3 6BR. 	<p>telephone to 08450 455213; or in writing to Electoral Services, South Cambridgeshire District Council, FREEPOST (CB860), Cambridge CB3 6BR.</p>	<p>Tim Wetherfield, Head of Policy and Communication</p>	<p>(South Cambs Magazine, Spring 2006 Edition)</p> <p>Electoral Arrangements - Report, 28/09/2006 Council</p> <p>Electoral Arrangements - Appendix A, 28/09/2006 Council</p> <p>Electoral Arrangements - Appendix B, 28/09/2006 Council</p>