

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 JULY 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

Environmental Services

Finance

New Communities

Planning

Staffing

Councillor Simon Edwards

Councillor Mrs Sue Ellington

Councillor Tony Orgee

Councillor Dr David Bard

Councillor Nick Wright

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@scambs.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 July 2008

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Expenditure Outturn 2007/08 Non-Key	Cabinet	03 July 2008		Finance Portfolio Holder Adrian Burns, Head of Accountancy	Report for information only
Uttons Drove Waste Water Treatment Works - Land Drainage Solution Key	Cabinet	03 July 2008		Environmental Services Portfolio Holder Pat Matthews, Drainage Manager	Report
Annual Efficiency Statement, 2007/08 Backward Look Non-Key	Cabinet	03 July 2008		Resources Portfolio Holder John Garnham, Finance Project Officer	Report
Establishment of, and appointments to, New Communities Working Group Non-Key	Cabinet	03 July 2008	Senior Management Team	New Communities Portfolio Holder Thomas Barrance, Growth Area Project Manager	Report
Health and Safety Plan	Cabinet	03 July 2008		Environmental Services	Report and Plan

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2008-09 Key				Portfolio Holder Geoff Keerie, Principal Environmental Health Officer	
Member Development Strategy 2008-2011 Key	Cabinet Council	03 July 2008 17 July 2008	Full consultation with Members: May-June 2008	Staffing Portfolio Holder Richard May, Democratic Services Manager, Paul Swift, Policy and Performance Review Manager	Member Development Strategy 2008-2011
Comprehensive Equalities Policy 2008- 2011 Key	Cabinet Council	03 July 2008 17 July 2008	Policy Development Committee on 9 April 2008	Staffing Portfolio Holder Michael McLeod, Equality and Diversity Officer	Report and Policy
Food Safety Service Plan 2008-09 Key	Cabinet Council	03 July 2008 17 July 2008		Environmental Services Portfolio Holder Geoff Keerie, Principal Environmental Health Officer	Report and Plan
Community Engagement Strategy Key	Cabinet Council	03 July 2008 17 July 2008		New Communities Portfolio Holder	Report and Draft Strategy for Consultation

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				Steve Hampson, Executive Director	
Review of Corporate Objectives and Annual Priorities Key	Cabinet Council	12 June 2008 17 July 2008		Leader of Council Greg Harlock, Chief Executive, Paul Swift, Policy and Performance Review Manager	Report
Housing Futures: Model for a new local housing association landlord Key	Housing Options Portfolio Holder Cabinet	08 July 2008 17 July 2008	New Landlord Selection Panel Tenants, Staff & Elected Members Consultancy Team (including Independent Tenant Advisor)	Housing Options Portfolio Holder Denise Lewis, Housing Futures Project Manager	Report
Boundary Review Key	Electoral Arrangements Committee Council	08 July 2008 17 July 2008	Parish Councils/residents	Leader of Council Catriona Dunnett, Principal Solicitor	Report
Declaration of Air Quality Management Area along the A14 corridor	Environmental Services Portfolio Holder	10 July 2008	A period of consultation on the proposed boundary of the AQMA will begin once we have received DEFRA's	Environmental Services Portfolio Holder Susan Walford, Environmental Health	Report

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Key			comments on the detailed assessment. Statutory consultations	Officer (Scientific)	
Grant Policy for Phase II of Private Sector Housing Renewal Strategy Key	Environmental Services Portfolio Holder	10 July 2008		Environmental Services Portfolio Holder Maureen Nudds, Home Improvement Agency Project Co-ordinator	Report and policy
Consultation on new Executive Arrangements and possible move to Four- Yearly Elections Non-Key	Council	17 July 2008		Leader of Council Richard May, Democratic Services Manager, Greg Harlock, Chief Executive	Report
South Cambridgeshire Sustainable Community Strategy 2008-2011 Key	Council	17 July 2008	Policy Development Committee, 16 January 2008 Cabinet, 13 March 2008 LSP Board 10 July 2008	Leader of Council Gemma Barron, Strategic Partnerships Officer	Report and Strategy
Unspent Budget Rollover from 2007/08	Finance Portfolio Holder	July 2008	Relevant portfolio holders who were	Finance Portfolio Holder	Report and details of individual rollovers

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to 2008/09 Non-Key			required to sanction individual rollovers.	Peter Harris, Principal Accountant (General Fund and Costing)	
Local Development Framework (LDF) - Gypsy and Traveller Development Plan Document (GTDPD) Key	Cabinet	September 2008	Senior Officers GTDPD Member Reference Group Public Consultation (after Council agreement on 28 September 2006)	Cllr Dr David Bard, Cllr Mark Howell Keith Miles, Planning Policy Manager	Report and Development Plan document
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
Review of Hackney Carriage Fees and Charges Key	Cabinet	11 September 2008	Consultations have taken place with the trade Joint Licensing/Environmental Services Portfolio Holder meeting, 26 June 2008	Environmental Services Portfolio Holder Myles Bebbington, Licensing Officer	Report and Fees table

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Workforce Plan 2008/09 Non-Key	Cabinet	11 September 2008		Staffing Portfolio Holder Susan Gardner Craig, Human Resources Manager	Report and Workforce Plan
Integrated Business Monitoring Report and Financial Position to 31 July 2008 Non-Key	Cabinet	11 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
Air Quality Strategy Key	Environmental Services Portfolio Holder Cabinet	10 July 2008 11 September 2008	Senior Officers of the Council Scrutiny & Overview Committee on 4 September 2008	Environmental Services Portfolio Holder Environmental Services Portfolio Holder Susan Walford, Environmental Health Officer (Scientific)	Report and Strategy

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South Cambridgeshire and Cambridge City Improving Health Plan Key	Cabinet	11 September 2008	Environmental Services Portfolio Holder, 10 July 2008	Housing and Environmental Services Portfolio Holder Iain Green, Environmental Health Officer (Public Health Specialist)	Report
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 information
Housing Futures and Retained Services - Future Options Key	Cabinet	11 September 2008	Housing Options Portfolio Holder, 8 July 2008	Housing Options Portfolio Holder Susan Carter, Housing Advice and Options Manager, Mike Knight, Housing Strategy Manager	Report
Homelessness Strategy Key	Cabinet	11 September 2008	Housing and Environmental Services Portfolio Holder, 28 April 2008	Environmental Services Portfolio Holder Susan Carter, Housing	Report and Strategy

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				Advice and Options Manager	
Developments affecting Conservation Areas Supplementary Planning Guidance (SPD) Key	Cabinet	11 September 2008	Planning and New Communities Portfolio Holders' Consideration of the draft document for public consultation (May 2008)	Planning Portfolio Holder Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Adoption of SPD relating to new developments in Conservation Areas
Trees and Development Sites Supplementary Planning Document (SPD) Key	Cabinet Adoption of SPD relating to works to protected trees	11 September 2008	Planning and New Communities Portfolio Holders' Consideration of the draft document for public consultation (May 2008)	Planning Portfolio Holder and New Communities Portfolio Holder Rosalind Richardson, Trees and Landscape Officer	Adoption of SPD relating to works to protected trees
Provision for Open Spaces Supplementary Planning Document (SPD) Key	Cabinet	11 September 2008	Planning and Legal Officers of the Council	New Communities Portfolio Holder Jane Thompson, Cultural Services Manager, Jonathan Dixon, Principal Planning Policy Officer (Transport)	Report
Public Art	Cabinet	11 September 2008	Planning and New	New Communities	Report

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Supplementary Planning Guidance (SPD) Key			Communities Portfolio Holders' consideration of the draft document for public consultation (May 2008)	Portfolio Holder Alison Talkington, Senior Planning Policy Officer	
Community and Cultural Strategy 2007- 2012 Key	Cabinet	11 September 2008 or 09 October 2008	Community, Arts & Sports Advisory Group – 19 April 2007	New Communities Portfolio Holder Steve Hampson, Executive Director	Report and Strategy
Review of Medium Term Financial Strategy Key	Cabinet Council	09 October 2008 27 November 2008		Finance Portfolio Holder Greg Harlock, Chief Executive	Report
Forthcoming Items					
Agreement of List of Rural Settlements for Business Rate Purposes Non-Key	Finance Portfolio Holder	November 2008		Finance Portfolio Holder Lee Phanco, Head of Revenues	Report
Setting of Council Tax Base (including payment of Parish Precepts)	Chief Finance Officer	December 2008		Finance Portfolio Holder Lee Phanco, Head of	Report

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Key				Revenues	
Listed Buildings: Works to or Affecting the setting of Supplementary Planning Document (SPD) Key	Cabinet	11 December 2008	Planning and New Communities Portfolio Holders' consideration of the draft document for public consultation (September 2008)	Planning Portfolio Holder and New Communities Portfolio Holder Barbara Clarke, Conservation Assistant, Stacey Weiser-Jones, Historic Buildings Officer	Adoption of SPD relating to Listed Buildings
Landscaping and Guidance for Development Sites Supplementary Planning Document (SPD) Key	Cabinet	11 December 2008	Planning and New Communities Portfolio Holders' consideration of the draft document for public consultation (September 2008)	Planning Portfolio Holder and New Communities Portfolio Holder David Hamilton, Landscape Design Officer	Adoption of SPD relating to landscaping in new developments
Biodiversity Supplementary Planning Document (SPD) Key	Cabinet	11 December 2008	Planning and New Communities Portfolio Holders' consideration of the draft document for public consultation (September 2008)	Planning Portfolio Holder and New Communities Portfolio Holder Rob Mungovan, Ecology Officer	Adoption of SPD relating to Biodiversity

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Affordable Housing Supplementary Planning Document (SPD) Key	Cabinet	11 December 2008	Planning and New Communities Portfolio Holders' consideration of the draft document for public consultation (September 2008)	Planning Portfolio Holder, New Communities Portfolio Holder and Housing Portfolio Holder Caroline Hunt, Principal Planning Policy Officer, Mike Knight, Housing Strategy Manager	Adoption of SDP relating to Affordable Housing
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
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
Local Development Framework (LDF) Annual Monitoring Report Key	Cabinet	11 December 2008		New Communities Portfolio Holder Jennifer Nuttycombe, Planning Policy Officer	Report

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South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments Key	Cabinet	June 2009	New Communities Portfolio Holder – consideration of the draft document for public consultation (January 2009)	New Communities Portfolio Holder Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Report