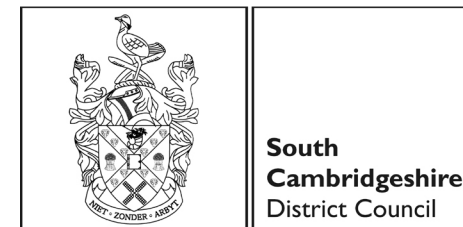


SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

FORWARD PLAN FROM 1 DECEMBER 2008 – 31 MARCH 2009

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

Policy, Information and Communications

Staffing

Councillor Simon Edwards

Councillor Mrs Sue Ellington

Councillor Tony Orgee

Councillor Dr David Bard

Councillor Nick Wright

Councillor Tim Wotherspoon

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@scams.gov.uk or call 08450 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 December 2008

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Setting of Council Tax Base (including payment of Parish Precepts) Key	Chief Finance Officer	December 2008		Lee Phanco, Head of Revenues, Greg Harlock, Chief Executive	Report
Developments affecting Conservation Areas Supplementary Planning Document (SPD) Key	Cabinet (SPD relating to new developments in Conservation Areas)	11 December 2008	Planning and New Communities Portfolio Holders' agreed the draft document for public consultation (May 2008) Public consultation	New Communities Portfolio Holder, Planning Portfolio Holder Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Report, results of public consultation, Adoption of SPD
Trees and Development Sites Supplementary Planning Document (SPD) Key	Cabinet (Adoption of SPD relating to works to protected trees)	11 December 2008	Planning and New Communities Portfolio Holders' agreed the draft document for public consultation (May 2008) Public consultation	New Communities Portfolio Holder, Planning Portfolio Holder Rosalind Richardson, Trees and Landscape Officer	Report, results of public consultation, Adoption of SPD
Provision for Open Spaces Supplementary	Cabinet	11 December 2008	New Communities Portfolio Holder agreed	New Communities Portfolio Holder	Report, results of public consultation, Adoption

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Planning Document (SPD) Key			draft document for public consultation in May 2008 Public consultation	Jane Thompson, Cultural Services Manager, Jonathan Dixon, Principal Planning Policy Officer (Transport)	of SPD
Public Art Supplementary Planning Document (SPD) Key	Cabinet	11 December 2008	New Communities Portfolio Holder agreed the draft document for public consultation (May 2008) Public consultation	New Communities Portfolio Alison Talkington, Senior Planning Policy Officer, Andy O'Hanlon, Arts Development Officer	Report, results of public consultation, Adoption of SPD
Review of City/District Boundary Non-Key	Cabinet	11 December 2008		Leader of Council Catriona Dunnett, Principal Solicitor	Report
Capital & Revenue Estimates for Staffing & Central Overhead Accounts Non-Key	Cabinet	11 December 2008	Scrutiny & Overview Committee, 4 December 2008	Finance Portfolio Peter Harris, Principal Accountant (General Fund and Costing)	Report
Local Development Framework (LDF)	Cabinet	11 December 2008		New Communities Portfolio Holder	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Annual Monitoring Report Key				Jennifer Nuttycombe, Planning Policy Officer	
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, subject to date of announcement of the Settlement
Listed Buildings: Works to or Affecting the setting of Supplementary Planning Document (SPD) Key	Planning and New Communities Joint Portfolio Holders' meeting (Approval for consultation) Cabinet (Adoption of SPD)	13 January 2009 16 April 2009	Public consultation subject to Portfolio Holder agreement	New Communities Portfolio Holder, Planning Portfolio Holder Barbara Clarke, Conservation Assistant, Stacey Weiser-Jones, Historic Buildings Officer	Report and consultation documents Report, results of public consultation, preferred sites
Landscape and Guidance for Development Sites Supplementary Planning Document (SPD) Key	Planning and New Communities Joint Portfolio Holders' meeting (Approval for consultation) Cabinet (Adoption of SPD)	13 January 2009 16 April 2009	Public consultation subject to Portfolio Holder agreement	New Communities Portfolio Holder, Planning Portfolio Holder David Hamilton, Landscape Design Officer	Report and consultation documents Report, results of public consultation, preferred sites

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Biodiversity Supplementary Planning Document (SPD) Key	Planning and New Communities Joint Portfolio Holders' meeting (Approval for consultation) Cabinet (Adoption of SPD)	13 January 2009 16 April 2009	Public consultation subject to Portfolio Holder agreement	New Communities Portfolio Holder, Planning Portfolio Holder Rob Mungovan, Ecology Officer	Report and consultation documents Adoption of SPD relating to Biodiversity
Cabinet Meeting Schedule 2009-2010 Non-Key	Cabinet	15 January 2009		Leader of Council Richard May, Democratic Services Manager	Report
Housing Revenue Account (HRA) Business Plan 2009/2010 - 2013/14 Key	Cabinet Council	15 January 2009 29 January 2009	Housing Portfolio	Housing Portfolio Stephen Hills, Corporate Manager, Affordable Homes	Report and Updated Business Plan
Air Quality Strategy Key	Environmental Services Portfolio	27 January 2009	Executive Management Team, 24 September 2008	Environmental Services Portfolio Holder Susan Walford, Environmental Health Officer (Scientific)	Adoption of the Strategy

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Members' Allowances for 2009-2010 Non-Key	Council	29 January 2009	Independent Remuneration Panel meeting, 24 October 2008	Leader of Council Maggie Jennings, Democratic Services Officer	Report including Independent Remuneration Panel's recommendations
Housing Futures: Consideration of Offer Document Key	Council	29 January 2009	Tenant Participation Group (TAG), Transfer Advisory Group (TAG), Homes & Communities Agency, Communities & Local Government (CLG) Housing Portfolio Holder, January 2009 South Cambridgeshire Village Homes Shadow Board, January 2009	Housing Portfolio Holder Steve Hampson, Executive Director	Report and draft formal consultation document
Local Government Framework (LDF) - Site Specific Policies Development Plan Document - Meeting a Housing Shortfall Key	Cabinet	February 2009 (date tbc)	New Communities Portfolio Holder, 6 October 2008 Council – special meeting (date tbc)	New Communities Portfolio Holder Keith Miles, Planning Policy Manager	Report, results of public consultation, preferred sites
Integrated Business Monitoring Report and	Cabinet	12 February 2009	Scrutiny Monitors at the Finance Portfolio	Finance Portfolio	Report for information only

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Update on Financial Position - Sep - Dec 2008 Non-Key			Holder meeting (date tbc)	Ian Salter, Performance Improvement Officer, Graham Smith, Best Value and Management Accountant	
Housing Rents and Service Charges Key	Cabinet Council	12 February 2009 26 February 2009		Housing Portfolio Holder Gwynn Thomas, Principal Accountant (Housing)	Report
Capital & Revenue Estimates, Council Tax & Prudential Indicators Key	Cabinet Council	12 February 2009 26 February 2009	Scrutiny & Overview Committee, 4 December 2008	Finance Portfolio Holder Adrian Burns, Head of Accountancy, Greg Harlock, Chief Executive	Report
Community Safety 3- year Rolling Plan Key	Cabinet Council	12 February 2009 26 February 2009	Scrutiny & Overview Committee, 8 January 2009 Crime & Disorder Reduction Partnership, 29 January 2009	Leader of Council Philip Aldis, Community Safety Officer	Report and Plan
Swavesey Byways	Council	26 February 2009	Swavesey Byways	Environmental Services	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Rate Non-Key			Advisory Group	Portfolio Holder Pat Matthews, Drainage Manager	
Air Quality Action Plan Key	Cabinet	12 March 2009	Environmental Services Portfolio Holder, 6 November 2008 (approval of Plan for consultation purposes)	Environmental Services Portfolio Susan Walford, Environmental Health Officer (Scientific)	Report and Plan
Investment Strategy Key	Cabinet	12 March 2009		Finance Portfolio Holder Adrian Burns, Head of Accountancy	Report and Strategy
Community Engagement Strategy Key	Cabinet	12 March 2009	Executive Management Team, 25 June 2008 Scrutiny & Overview Committee, 4 December 2008 and 5 February 2009	Leader of Council Jo Mills, Corporate Manager (New Communities)	Report and Draft Strategy for Consultation