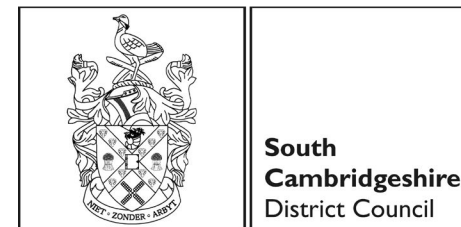


## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

### FORWARD PLAN FROM 1 JUNE 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

**AT THE TIME OF PREPARING THIS FORWARD PLAN, THE MEMBERS OF THE COUNCIL'S EXECUTIVE WERE AS FOLLOWS. THIS MAY CHANGE AS A RESULT OF THE ANNUAL COUNCIL MEETING TO BE HELD ON 21 MAY:**

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](mailto: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 June 2009**

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder and Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Response to consultation on the A14 proposals  Non-Key	Cabinet	11 June 2009		Planning Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities, Keith Miles, Planning Policy Manager	Report and draft response
External Audit and Inspection Letter 2007/08  Non-Key	Cabinet	11 June 2009	Corporate Governance Committee, 29 April 2009	Finance Portfolio Holder  Alex Colyer, Interim Executive Director, Corporate Services	Annual Audit and Inspection Letter and Direction of Travel 2007/08
Air Quality Action Plan  Key	Cabinet	11 June 2009	Environmental Services Portfolio Holder, 6 November 2008 (approval of Plan for consultation purposes)	Environmental Services Portfolio Holder  Susan Walford, Health Protection Team Leader	Air Quality Action Plan

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder / Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Housing Futures: Post Ballot  Key	Council (In the event that the housing futures ballot results in a vote in favour of stock transfer, the Chairman will be requested to call an Extraordinary Meeting of Council to consider the resolutions which would be required to take the issue forward.)	18 June 2009 (Provisional date)		Housing Portfolio Holder  Steve Hampson, Executive Director	Report
Annual Governance Statement 2008/09  Non-Key	Corporate Governance Committee	29 June 2009		Finance Portfolio Holder  Adrian Burns, Head of Accountancy	Report and Statement of Accounts
Approval of Statement of Accounts  Integrated Business Monitoring Reports and Updated Financial Position 2008/09  Non-Key	Corporate Governance Committee  Cabinet (End of Year Report - For Information)	29 June 2009  02 July 2009	Finance Scrutiny Task and Finish Group, 3 September 2008	Planning Portfolio Holder, Finance Portfolio Holder  Ian Salter, Performance Improvement Officer, Graham Smith, Best Value and Management Accountant, Adrian Burns, Head of Accountancy	Statement of Accounts 2008/09  Integrated Business Monitoring and Updated Financial Position 2008/09 End of Year Report

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder / Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Cambridge Sport Lakes Trust: Request for Capital Grant Aid  Non-Key	Cabinet	02 July 2009		Planning Portfolio Holder  Jo Mills, Corporate Manager, New Communities	Grant Application and Covering Report
Listed Buildings: Works to or Affecting the setting of Supplementary Planning Document (SPD)  Key	Cabinet	02 July 2009	Public consultation	Planning Portfolio Holder  Barbara Clarke, Conservation Assistant, Stacey Weiser-Jones, Historic Buildings Officer	Listed Buildings Supplementary Planning Document, Appendices and Sustainability Appraisal
Biodiversity Supplementary Planning Document (SPD)  Key	Cabinet	02 July 2009	Public consultation  New Communities Portfolio Holder, Planning Portfolio Holder (Approval for consultation) 26 January 2009	Planning Portfolio Holder  Rob Mungovan, Ecology Officer	Biodiversity Supplementary Planning Document, Appendices and Sustainability Appraisal

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder / Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Community Engagement Strategy  Key	Cabinet	02 July 2009	Executive Management Team, 25 June 2008  Scrutiny & Overview Committee  Consultation process with Partners, Parish Councils and Voluntary Sector	Leader of Council  Gemma Barron, Partnerships Manager	Community Engagement Strategy for South Cambridgeshire including consultation results
Expenditure Outturn 2008/09  Non-Key	Cabinet	02 July 2009		Finance Portfolio Holder  Adrian Burns, Head of Accountancy	Report
NI 179 (formerly Annual Efficiency Statement)  Non-Key	Cabinet	02 July 2009		Finance Portfolio Holder  John Garnham, Finance Project Officer	Report
SHEPRETH: 74-76 Frog End  Non-Key	Cabinet	02 July 2009	<ul style="list-style-type: none"> <li>• Affected tenants</li> <li>• Local Member</li> <li>• Shepreth Parish Council</li> </ul>	Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	74-76 Frog End Shepreth - Report

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder / Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Health and Safety Service Plan 2009-10  Key	Cabinet	02 July 2009		Environmental Services Portfolio Holder  Geoff Keerie, Principal Environmental Health Officer	Report and Plan
Food Safety Service Plan 2009-10  Key	Cabinet  Council	02 July 2009  16 July 2009		Environmental Services Portfolio Holder  Geoff Keerie, Principal Environmental Health Officer	Report and Plan
Comprehensive Equalities Policy 2009- 2012 (including Gender Equality and Race Equality Schemes)  Key	Cabinet	10 September 2009	Equality and Diversity Steering Group, 26 January 2009  EMT, 28 January 2009  Staffing Portfolio Holder, 12 March 2009	Staffing Portfolio Holder  Paul Williams, Equality and Diversity Officer	SCDC Gender Equality Scheme  SCDC Race Equality Scheme
Gypsy and Traveller Policy  Key	Cabinet	10 September 2009	Staffing Portfolio Holder, September 2009 (date tbc)	Staffing Portfolio Holder  Paul Williams, Equality and Diversity Officer	Gypsy and Traveller Policy

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Workforce Plan  Non-Key	Cabinet	10 September 2009	Staffing Portfolio Holder (date tbc)	Staffing Portfolio Holder  Susan Gardner Craig, Human Resources Manager	Workforce Plan
Treasury Management 2008/09 Performance  Non-Key	Cabinet	10 September 2009		Finance Portfolio Holder  Adrian Burns, Head of Accountancy, Sally Smart, Principal Accountant Financial & Systems	Treasury Management
Review of Corporate Objectives & Annual Priorities  Key	Cabinet  Council	10 September 2009  24 September 2009		Leader of Council  Greg Harlock, Chief Executive, Paul Swift, Policy and Performance Review Manager	Report

<b>Issue Key Decision?</b>	<b>Decision Maker</b>	<b>Timetable</b>	<b>Consultations</b>	<b>Portfolio Holder / Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Customer Service Strategy 2009-2012  Non-Key	Housing Portfolio Holder (Agree implementation action plan, including new suite of performance indicators, which will inform service planning and budget setting processes)	September 2009		Housing Portfolio Holder  Paul Knight, Customer Service Co-ordinator	Improving Customer Service May 2009, 07/05/2009 Housing Portfolio Holder's Meeting
Landscape Guidance for Development Sites Supplementary Planning Document (SPD)  Key	Planning and New Communities Joint Portfolio Holders' Meeting (Approval for consultation)  Cabinet (Adoption of SPD)	September 2009  11 February 2010	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
South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments Supplementary Planning Document (SPD)  Key	Planning and New Communities Joint Portfolio Holders' Meeting (Approval for consultation)  Cabinet (Adoption of SPD)	September 2009  11 February 2010		New Communities Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Report and consultation documents  Report and Policy