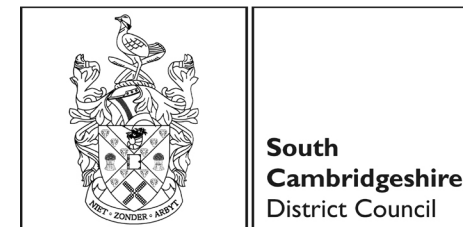


## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

### **FORWARD PLAN FROM 1 SEPTEMBER 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 Finance and Staffing

Councillor Simon Edwards

Environmental Services

Councillor Mrs Sue Ellington

Housing

Councillor Mark Howell

New Communities

Councillor Dr David Bard

Planning

Councillor Nick Wright

Policy and Performance

Councillor Tim Wotherspoon

Sustainability, Procurement and Efficiency

Councillor Tom Bygott

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 03450 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 September 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>
Landscaping of new Developments Supplementary Planning Document (SPD)  Key	Planning and New Communities Joint Portfolio Holders' Meeting (Approval for consultation)  Cabinet (Adoption of SPD)	01 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 and policy
South Cambridgeshire District Design Guide Supplementary Planning Document (SPD)  Key	Planning and New Communities Joint Portfolio Holders' Meeting (Approval for consultation)  Cabinet (Adoption of SPD)	01 September 2009  11 February 2010	Subject to Portfolio Holder agreement	New Communities Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Report, results of public consultation and Policy  Report and consultation documents
Affordable Housing Supplementary Planning Document (SPD)  Key	New Communities Portfolio Holder (Approval for Consultation)  Cabinet (Adoption of Policy)	01 September 2009  11 February 2010	Public consultation following Portfolio Holder agreement	New Communities Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities	Report and Consultation Documents  Report, Results of Consultation, and Policy
Local Development	Planning and New	01 September 2009	Subject to Portfolio	New Communities	Report and consultation

<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>
Framework (LDF) Statement of Community Involvement  Key	Communities Joint Portfolio Holders' Meeting (Approval for consultation)  Cabinet (Approval of Policy)	11 February 2010	Holder agreement	Portfolio Holder, Planning Portfolio Holder  Alison Talkington, Senior Planning Policy Officer	documents  Report, results of consultation and Policy
Comprehensive Equalities Policy 2009- 2012 (including Gender Equality and Race Equality Schemes)  Key	Cabinet	10 September 2009	Equality and Diversity Steering Group  Executive Management Team	Housing Portfolio Holder  Paul Williams, Equality and Diversity Officer	Report and Gender Equality Scheme / Race Equality Scheme
Workforce Plan Annual Review 2009-10  Non-Key	Cabinet	10 September 2009		Finance and Staffing Portfolio Holder  Susan Gardner Craig, Human Resources Manager	Report and draft Workforce Plan
Treasury Management 2008/09 Performance  Non-Key	Cabinet	10 September 2009		Finance and Staffing Portfolio Holder  Adrian Burns, Head of Accountancy, Sally Smart, Principal Accountant Financial & Systems	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Air Quality Action Plan  Key	Cabinet	10 September 2009	Environmental Services Portfolio Holder	Environmental Services Portfolio Holder  Susan Walford, Health Protection Team Leader	Report and Action Plan
SHEPRETH: 74-76 Frog End  Non-Key	Housing Portfolio Holder's Meeting  Cabinet	11 August 2009  10 September 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	Report
Integrated Business Monitoring Report and Update on Financial Position 2009/10: First Quarter  Non-Key	Cabinet	10 September 2009		Finance and Staffing Portfolio Holder, Policy and Performance Portfolio Holder  Ian Salter, Performance Improvement Officer, Adrian Burns, Head of Accountancy, Graham Smith, Best Value and Management Accountant	Report
GAMLINGAY: Warden Service at Avenells Way and Grays Road -	Cabinet	10 September 2009		Housing Portfolio Holder	Report and Petition

<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>
Petition  Non-Key				Stephen Hills, Corporate Manager, Affordable Homes	
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
Site Specific Policies - Final Adoption of Development Plan Document (DPD)  Key	Council	24 September 2009		New Communities Portfolio Holder  Keith Miles, Planning Policy Manager	Report and DPD
North West Cambridge Area Action Plan - Final Adoption (AAP)  Key	Council	24 September 2009	North-west Cambridge Joint Member Reference Group, 17 March 2008	New Communities Portfolio Holder  Keith Miles, Planning Policy Manager	Report and AAP
Climate Change Working Group Annual Report  Non-Key	Council	24 September 2009	Climate Change Working Group	Sustainability, Procurement and Efficiency Portfolio Holder  Richard Hales, Strategic Sustainability	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
				Officer	
Safeguarding Children Policy  Key	Cabinet	08 October 2009	Local Safeguarding Children Board	Leader of Council	Report and Policy
Response to consultation on the A14 proposals  Non-Key	Cabinet	08 October 2009		Planning Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities, Keith Miles, Planning Policy Manager	Report and draft response
Housing Services Restructuring Proposals  Key	Cabinet	08 October 2009		Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	Confidential Report
Housing Revenue Account (HRA) Subsidy Review: Response to Government Consultation  Non-Key	Cabinet	08 October 2009		Housing Portfolio Holder  Gwynn Thomas, Principal Accountant (Housing)	Report with draft consultation response

<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>
Addressing the Economic Downturn - Quarterly Report  Non-Key	Cabinet	08 October 2009		Planning Portfolio Holder  Cllr Mervyn Loynes, Champion to the Cabinet for Business and Employment  Tom Barrance, Growth Area Project Manager	Report
Performance Improvement Strategy  Key	Cabinet	08 October 2009	Scrutiny & Overview Committee, 1 October 2009	Policy and Performance Portfolio Holder  Dale Robinson, Performance Improvement Champion	Report and Strategy
Reform of Council Housing Finance Consultation Response  Non-Key	Cabinet	08 October 2009		Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	Report and draft response
Waste & Recycling Strategic Review  Key	Cabinet	12 November 2009	Strategic Waste & Recycling Review Task & Finish Group	Environmental Services Portfolio Holder  Dale Robinson,	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>
				Corporate Manager, Health & Environmental Services	
Integrated Business Monitoring Report and Update on Financial Position 2009/10: Second Quarter  Non-Key	Cabinet	12 November 2009		Finance and Staffing Portfolio Holder, Policy and Performance Portfolio Holder  Ian Salter, Performance Improvement Officer, Adrian Burns, Head of Accountancy, Graham Smith, Best Value and Management Accountant	Report
Gypsy and Traveller Community Strategy  Key	Cabinet	12 November 2009	12 week public consultation	Housing Portfolio Holder  Paul Williams, Equality and Diversity Officer	Report and Draft Strategy
Review of Medium Term Financial Strategy  Key	Cabinet  Council	12 November 2009  26 November 2009	Scrutiny & Overview Committee, 5 November 2009	Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services	Report
Gambling Policy	Leader of Council	12 November 2009	Licensing Committee &	Environmental Services	Report and Revised



<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>
Review  Key	Council	26 November 2009	Portfolio Holder, 13 July 2009  Public consultation	Portfolio Holder  Myles Bebbington, Licensing Officer	Policy  Recommendation of the Leader
Fringe Sites Joint Development Control Committee - Review of site boundaries  Non-Key	Cabinet  Council	12 November 2009  26 November 2009	Subject to in-principle support of the Cambridge City and Cambridgeshire County Councils	New Communities Portfolio Holder  Jane Green, Major Developments Manager	Report and revised site plans
Council Meeting Schedule 2010/11  Non-Key	Council	26 November 2009		Chairman of Council  Richard May, Democratic Services Manager	Report
Review of the Constitution  Non-Key	Council	26 November 2009	Constitution Review Working Group, 3 November 2009	Chairman of Council  Richard May, Democratic Services Manager	Working Group report and recommendations
Setting of Council Tax Base  Key	Chief Finance Officer	December 2009		Finance & Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services and Chief Finance Officer	Report

Issue Key Decision?	Decision Maker	Timetable	Consultations	Portfolio Holder / Contact Officer	Documents submitted to the decision maker
Youth Participation Strategy  Key	Cabinet	10 December 2009		New Communities Portfolio Holder  Susannah Harris, Community Development Officer	Report and Strategy
Capital & Revenue Estimates for Staffing & Central Overhead Accounts  Non-Key	Cabinet	10 December 2009		Finance & Staffing Portfolio Holder  Peter Harris, Principal Accountant (General Fund and Costing)	Report and Estimates Book
Local Development Framework Annual Monitoring Report 2008-09  Key	Cabinet	10 December 2009		New Communities Portfolio Holder  Jennifer Nuttycombe, Planning Policy Officer	Report
Response to Local Authority Finance Settlement 2010/2011  Non-Key	Cabinet	10 December 2009		Finance & Staffing Portfolio Holder  Adrian Burns, Head of Accountancy	Report and draft letter of response tabled at meeting, subject to date of announcement of the settlement