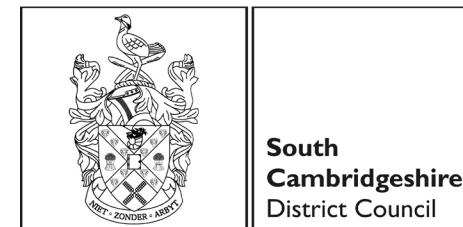


## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

### **FORWARD PLAN FROM 1 OCTOBER 2009 – 31 JANUARY 2010**

**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 October 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>
Landscape Guidance for Development Sites Supplementary Planning Document (SPD)  Key	New Communities Portfolio Holder (Approval for consultation)  Cabinet (Adoption of SPD)	01 October 2009  11 March 2010	Subject to Portfolio Holder agreement	New Communities Portfolio Holder  David Hamilton, Landscape Design Officer	Report and consultation documents  Report, results of public consultation and policy
South Cambridgeshire Design Manual / Guide: Streetscape Design in New Developments Supplementary Planning Document (SPD)  Key	New Communities Portfolio Holder (Approval for consultation)  Cabinet (Adoption of SPD)	01 October 2009  11 March 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 October 2009  11 March 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	New Communities	01 October 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	Portfolio Holder (Approval for consultation)  Cabinet (Approval of Policy)	11 March 2010	Holder agreement	Portfolio Holder  Alison Talkington, Senior Planning Policy Officer	documents  Report, results of consultation and Policy
NI179 (formerly Annual Efficiency Statement) 2009/10 forecast  Non-Key	Cabinet	08 October 2009		Finance and Staffing Portfolio Holder  John Garnham, Finance Project Officer	Report
Air Quality Action Plan  Key	Cabinet	08 October 2009	Environmental Services Portfolio Holder	Environmental Services Portfolio Holder  Susan Walford, Health Protection Team Leader	Report and Action Plan
Housing Services Review  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	Cabinet	08 October 2009		Housing Portfolio Holder  Stephen Hills,	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>
Consultation Non-Key				Corporate Manager, Affordable Homes	
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, Corporate Manager, Health & Environmental Services	Report and Strategy
Consideration of Revenues/Benefits Partnership with another Local Authority/Authorities Key	Cabinet	08 October 2009		Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services	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>
Council Actions 2010/11  Key	Cabinet  Council	08 October 2009  26 November 2009		Leader of Council  Alex Colyer, Executive Director, Corporate Services	Report
Review of Medium Term Financial Strategy  Key	Cabinet  Council	08 October 2009  26 November 2009	Scrutiny & Overview Committee, 5 November 2009	Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services	Report
New Communities Restructure  Key	Cabinet	12 November 2009		New Communities Portfolio Holder  Jo Mills, Corporate Manager, New Communities	Confidential Report
Response to consultation on the A14 proposals  Non-Key	Cabinet	12 November 2009		Planning Portfolio Holder  Gareth Jones, Corporate Manager, Planning & Sustainable Communities, Keith Miles, Planning Policy Manager	Report and draft response
Waste & Recycling	Cabinet	12 November 2009	Strategic Waste &	Environmental Services	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>
Strategic Review  Key			Recycling Review Task & Finish Group	Portfolio Holder  Dale Robinson, 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
Gambling Policy Review  Key	Leader of Council  Council	12 November 2009  26 November 2009	Licensing Committee & Portfolio Holder, 13 July 2009  Public consultation	Environmental Services Portfolio Holder  Myles Bebbington, Licensing Officer	Report and Revised Policy  Recommendation of the Leader

<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>
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
Local Government Framework (LDF) - Site Specific Policies Development Plan Document (DPD) - Meeting a Housing Shortfall  Key	Council	26 November 2009		New Communities Portfolio Holder  Keith Miles, Planning Policy Manager	Report and DPD
Setting of Council Tax	Chief Finance Officer	Early December 2009		Finance and Staffing	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>
Base  Key				Portfolio Holder  Alex Colyer, Executive Director, Corporate Services	
Youth Participation Strategy  Key	Cabinet	10 December 2009	Scrutiny & Overview Committee, 3 December 2009	New Communities Portfolio Holder  Susannah Harris, Community Development Officer	Report and Strategy
Capital & Revenue Estimates for Staffing & Central Overhead Accounts 2010/11  Non-Key	Cabinet	10 December 2009		Finance and 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
Provisional Local Authority Finance Settlement 2010/11 - 2012/13 - Response	Cabinet	10 December 2009		Finance and Staffing Portfolio Holder  Adrian Burns, Head of	Report and draft letter of response tabled at meeting, subject to date of announcement



<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>
Non-Key				Accountancy	of the settlement
Cabinet Meeting Schedule 2010/11  Non-Key	Cabinet	14 January 2010		Leader of Council  Maggie Jennings, Democratic Services Officer	Report
Community Transport Plan  Key	Cabinet	14 January 2010		Planning Portfolio Holder  Gemma Barron, Partnerships Manager	Report and Plan
Members' Allowances for 2010/11  Non-Key	Council	28 January 2010	Independent Remuneration Panel (IRP)	Leader of Council  Maggie Jennings, Democratic Services Officer	Report including recommendations from the IRP