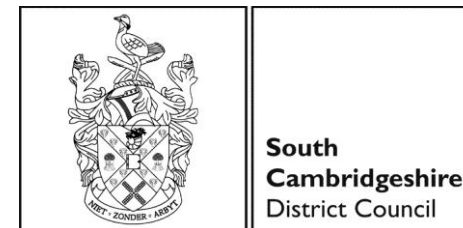


## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

### **FORWARD PLAN FROM 1 FEBRUARY 2011**

**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 Sue Ellington

Housing

Councillor Mark Howell

New Communities

Councillor David Bard

Northstowe

Councillor Tim Wotherspoon

Planning

Councillor Nick Wright

Policy and Performance

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 February 2011**

<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>
Scrutiny Review of Value for Money in the Housing Service  Non-Key	Cabinet	10 February 2011	SMT, 19 January 2011 Scrutiny & Overview Committee, 7 February 2011	Cllr Mark Howell  Jackie Sayers, Scrutiny Development Officer	Report
Budget and Council Actions for 2011/12 and Council Objectives & Annual Priorities (formerly Capital and Revenue Estimates, Council Tax and Prudential Indicators, including review of Medium Term Financial Strategy 2011/12)  Key	Cabinet  Council	10 February 2011  24 February 2011	Scrutiny & Overview Committee, 7 February 2011	Finance and Staffing Portfolio Holder  Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services, Paul Howes, Corporate Manager, Community and Customer Services	Report
Housing Revenue Account (HRA) Business Plan, Housing Rents, Budget & Service Charges 2011/12  Key	Cabinet  Council	10 February 2011  24 February 2011		Housing Portfolio Holder    Alex Colyer, Executive Director, Corporate Services, Gwynn Thomas, Principal	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>
				Accountant (Housing)	
Community Safety 3- year Rolling Plan 2011- 2014  Key	Cabinet  Council	10 February 2011  24 February 2011	South Cambridgeshire Crime and Disorder Reduction Partnership, 1 February 2011	Leader of Council  Philip Aldis, Community Safety Officer	Report
Aids & Adaptations Policy  Key	Housing Portfolio Holder	16 February 2011		Housing Portfolio Holder  Steve Annetts, Planned Maintenance Manager	Report
Warm Homes Strategy  Key	Housing Portfolio Holder	16 February 2011		Housing Portfolio Holder  Anita Goddard, Housing Operational Services Manager	Report
SWAVESEY Byeways Rate 2011/12  Non-Key	Council	24 February 2011	Swavesey Byways Advisory Group	Environmental Services Portfolio Holder  Pat Matthews, Drainage Manager	Report
Investment Strategy (Treasury)	Council	24 February 2011	Finance & Staffing Portfolio Holder, 15	Finance and Staffing Portfolio Holder	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>
Management) 2011/12 Key			February 2011	Adrian Burns, Head of Accountancy	
Sex Establishment Licensing Policy Key	Environmental Services Portfolio Holder	03 March 2011	Licensing Committee, 21 October 2010, 3 March 2011	Environmental Services Portfolio Holder  Myles Bebbington, Licensing Officer	Report
Street Trading Policy Key	Environmental Services Portfolio Holder	03 March 2011	Licensing Committee, 21 October 2010, 3 March 2011	Environmental Services Portfolio Holder  Myles Bebbington, Licensing Officer	Report
Cambridgeshire Local Transport Plan 3 Key	Planning Portfolio Holder	08 March 2011		Planning Portfolio Holder  Keith Miles, Planning Policy Manager	Report (publication expected end February 2011)
Climate Change Action Plan 2010-2013 Non-Key	New Communities Portfolio Holder's Meeting	08 March 2011		New Communities Portfolio Holder  Richard Hales, Team Leader (Communities)	Report and Action Plan (publication expected end February 2011)
ORCHARD PARK Design Guidance	New Communities Portfolio Holder	08 March 2011	Orchard Park Community	New Communities Portfolio Holder	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>
Supplementary Planning Document (SPD)  Non-Key			Council, 22 September 2010	Keith Miles, Planning Policy Manager	
Economic Development Strategy  Key	Planning Portfolio Holder	08 March 2011	Scrutiny & Overview Committee, 2 September 2010 SMT, 16 February 2011	Cllr Nick Wright  Nicole Kritzingler, Development Officer	Report
SWAVESEY: Covell's Drain  Key	Environmental Services Portfolio Holder	10 March 2011		Environmental Services Portfolio Holder  Pat Matthews, Drainage Manager	Report
Strategic Risk Register  Non-Key	Northstowe Portfolio Holder's Meeting	10 March 2011	Corporate Governance Committee, 28 March 2011 Council, 14 April 2011 (for information)	Northstowe Portfolio Holder  John Garnham, Principal Accountant (General Fund and Projects)	Report
Homelessness Strategy  Key	Housing Portfolio Holder	16 March 2011		Housing Portfolio Holder  Susan Carter, Housing Advice and Options Manager, Heather	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>
				Wood, Housing Advice and Options Manager	
Risk Management Strategy  Non-Key	Corporate Governance Committee	28 March 2011	Northstowe Portfolio Holder, 10 March 2011 Council, 14 April 2011 (for information)	Cllr Peter Topping  John Garnham, Principal Accountant (General Fund and Projects)	Report
Review of the Countywide Home Improvement Agency (HIA) Services  Key	Cabinet	31 March 2011	Housing Portfolio Holder, 16 February 2011	Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	Report
Asset Utilisation & Sustainability Policy  Key	Cabinet	31 March 2011	Housing Portfolio Holder, 16 February 2011	Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	Report
South Cambridgeshire Sustainable Community Strategy 2011-2014  Key	Cabinet  Council	31 March 2011  14 April 2011		Leader of Council   Paul Howes, Corporate Manager, Community and Customer 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>
Review of Waste and Recycling Collection Arrangements from Village Halls  Key	Environmental Services Portfolio Holder	17 May 2011		Environmental Services Portfolio Holder  Paul Quigley, Environment Services Manager	Report (publication due 9 May 2011)
Responsive Repairs Contract (Direct Labour Organisation [DLO])  Key	Housing Portfolio Holder	18 May 2011	Tenants' Participation Group Members and Officers of the Council	Housing Portfolio Holder  Stephen Hills, Corporate Manager, Affordable Homes	Report and Contract
Write-offs: Annual Report to Council  Non-Key	Council	26 May 2011		Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services	Report
Sizes, terms of reference & appointments to committees, joint committees and working groups for 2011-12  Non-Key	Council	26 May 2011		Fiona McMillan, Legal & Democratic Services Manager and Deputy Monitoring Officer	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>
Appointments to Outside, Joint & other Member Bodies 2011/12  Non-Key	Council	26 May 2011		Fiona McMillan, Legal & Democratic Services Manager and Deputy Monitoring Officer	Report
Annual Scrutiny & Overview Committee Report  Non-Key	Council	26 May 2011		Jackie Sayers, Scrutiny Development Officer	Report
Annual Standards Committee Report to Council  Non-Key	Council	26 May 2011		Fiona McMillan, Legal & Democratic Services Manager and Deputy Monitoring Officer	Report
Annual Climate Change Working Group Report  Non-Key	Council	26 May 2011		Richard Hales, Team Leader (Communities)	Report
Major Opposition Group Leader's Annual Report to Council (discretionary)	Council	26 May 2011		Cllr Sebastian Kindersley	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>
Non-Key					