



CAMBRIDGE
CITY COUNCIL

THE FORWARD PLAN

1 May 2013 - 31 August 2013

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Executive Councillors 2011/12

Leader and Executive Councillor for Strategy and Climate Change	Councillor Tim Bick	01223 45 7231 tim.bick@btinternet.com
Executive Councillor for Arts, Sport and Public Places	Councillor Rod Cantrill	01223 368928 rcantrill@millingtonadvisory.com
Executive Councillor for Community Development and Health	Councillor Mike Pitt	01223 709544 mike@einval.com
Executive Councillor for Customer Services and Resources	Councillor Julie Smith	01223 766259 julie.smith@cambridge.gov.uk
Executive Councillor for Environmental and Waste Services	Councillor Jean Swanson	01223 248319 jsswanson@ntlworld.com
Executive Councillor for Housing (and Deputy Leader)	Councillor Catherine Smart	01223 511210 chlsmart@cix.co.uk
Executive Councillor for Planning and Climate Change	Councillor Tim Ward	01223 316389 tim@brettward.co.uk

Contact details for all Councillors is available at
<http://democracy.cambridge.gov.uk/mgMemberIndex.aspx?bcr=1>

The Forward Plan: 1 May 2013 - 31 August 2013

The Forward Plan sets out all the Key and Non-Key Decisions that Executive Councillors will take over the following four months and also includes items that will be brought to Area and Regulatory Committees for discussion and formal decision.

The Plan is updated monthly and a full copy sent to all Councillors. Members of the public can access the Key Decisions and Area Committees document from this date via the website or from Guildhall Reception.

A decision will be 'KEY' if:

1. The decision is likely to result in the City Council incurring expenditure or making savings in excess of £300,000. OR
2. The decision relates to the acquisition or disposal of land or interest in land with a value in excess of £600,000. OR
3. The decision is likely to be significant in terms of its effects on communities living or working in any ward in Cambridge. OR
4. The decision relates to consideration by the Executive of any matters which involve proposals or decisions
 - to change any plan or strategy included in the Policy framework; or
 - to develop any major new plan or strategy; or
 - for the annual budget; or
 - which would otherwise be contrary to or not in accordance with the policy framework or budget: or
5. The decision relates to consideration by the Executive of any matters which involve proposals or decisions which would have a substantial impact on the operational management of the Council.

All Key Decisions will automatically be included on Scrutiny Committee agendas but Non-Key Decisions will not.

However - two members of a Scrutiny Committee may request that a Non-Key Decision is brought to the meeting for discussion. This request must be made to Committee Manager (James Goddard) no later than 10 working days before the meeting, or the date the Executive Councillor makes the decision, whichever is earlier.

Deadline dates for the request of a Non-Key Decision are included in the Plan.

Any Non-Key decision which does not appear on the Forward Plan at least 15 working days before a Scrutiny Committee meeting will automatically be referred for pre-scrutiny by the relevant Scrutiny Committee.

Committee Report Deadlines

Committee	Page	Date	Draft Report Deadline	Final Report Deadline	Agendas published
Community Services	9	16 May	19 April	3 May	8 May
	9 - 12	25 June	28 May	11 June	13 June
Development Plan Scrutiny Sub	13	29 May	N/A	15 May	20 May
	15	9 July	N/A	28 June	1 July
	15	6 August	N/A	25 July	29 July
Environment	16 - 19	11 June	13 May	28 May	30 May
Housing Management Board	20 - 22	4 June	3 May	20 May	22 May
Strategy and Resources	23 - 26	8 July	10 June	24 June	26 June
Licensing	28	24 June	N/A	13 June	14 June
Civic Affairs	29	13 May	24 April	1 May	2 May
	29 - 31	26 June	7 June	14 June	18 June
East Area	33	6 June	17 May	28 May	29 May
	33 - 34	25 July	9 July	16 July	17 July
North Area	35 - 36	16 May	30 April	7 May	8 May
	36	1 August	16 July	23 July	24 July
South Area	37 - 38	9 May	N/A	29 April	30 April
	38 - 39	15 July	N/A	4 July	5 July
West/Central Area	40	20 June	N/A	11 June	12 June

Contact Information

To contact the lead officers listed in the report

- Phone – 01223 457000
- Email – All Cambridge City Council addresses are in the format firstname.lastname@cambridge.gov.uk

Alternatively you can contact Democratic Services who will deal with your enquiry on your behalf. Democratic Services can be contacted on

- Phone – 01223 457013
- Email – democratic.services@cambridge.gov.uk

Contact Information for all Councillors is available at <http://democracy.cambridge.gov.uk/mgMemberIndex.aspx?bcr=1> and a search facility (including by postcode) is available at <http://democracy.cambridge.gov.uk/mgFindCouncillor.aspx>

Public Participation

Public Speaking at Meetings

Most meetings have an opportunity for members of the public to ask questions or make statements.

To ask a question or make a statement please notify the Committee Manager (details listed on the front of the agenda) prior to the deadline.

- For questions and/or statements regarding items on the published agenda, the deadline is the start of the meeting.
- For questions and/or statements regarding items NOT on the published agenda, the deadline is 10 a.m. the day before the meeting

Petitions

The council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns.

In 2010 the City Council adopted a petition scheme, which is available at <https://www.cambridge.gov.uk/petitions>

Forward Plan - Decisions of the Executive

This section includes all items scheduled for consideration by Executive Councillors at the relevant Scrutiny Committee.

- Items marked * are decisions which are expected to be recommendations to Council, either directly or via the Executive.
- Items, which are listed as KEY decisions, will automatically appear on the agenda for debate and decision.
- Items, which are listed as NON KEY decisions, will automatically appear on the agenda but will only be subject to debate if requested by two members of the relevant Scrutiny Committee at least 10 working days before the meeting.

All items listed on the plan for Development Plan Scrutiny Sub Committee automatically appear on the agenda for debate and decision.

Committee reports will be available one week before the meeting from Democratic Services.

Forward Plan

Community Services Scrutiny Committee Special Meeting – 16 May 2013 (Key Decisions)

This is a Special Meeting convened specifically for the Leisure Management contract. Non key decisions are not expected.

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Leisure Management Contract 2013-2020</p> <p>To approve award of the Leisure Management Contract following the procurement process.</p>		<p>The Council's leisure management contract ends in September 2013. A procurement process is underway to put in place management arrangements from this date onwards.</p>	<p>Executive Councillor for Arts, Sport and Public Places</p>	<p>Debbie Kaye Head of Arts and Recreation</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

Community Services Scrutiny Committee – 25 June 2013 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Arts, Sport and Public Places Portfolio</p>		<p>The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.</p>	<p>Executive Councillor for Arts, Sport and Public Places</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Devolved Decision-Making and Developer Contributions: Update</p> <p>To agree the process for the second prioritisation round of devolved decision-making and to note the steps being taken to deliver the strategic priority projects being funded from city-wide developer contributions.</p>		<p>In June 2012, the Scrutiny Committee considered the process for the first prioritisation round. In January 2013, the Executive Councillors identified their initial priority projects for city-wide developer contributions funding.</p>	<p>Executive Councillor for Arts, Sport and Public Places</p>	<p>Tim Wetherfield Urban Growth Project Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Community Development and Health Portfolio</p>		<p>The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.</p>	<p>Executive Councillor for Community Development and Health</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>St.Lukes Barn – Future Options</p> <p>To consider options for the future of St.Lukes Barn and agree a way forward.</p>		<p>St.Lukes Barn is currently managed by St.Lukes School under a Service Level Agreement with the Council. It is nearing the end of its design life and requires substantial capital investment if it is to be preserved.</p>	<p>Executive Councillor for Community Development and Health</p>	<p>Jackie Hanson Operations & Resources Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Housing Portfolio</p>		<p>The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.</p>	<p>Executive Councillor for Housing</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Affordable Housing Programme</p>		<p>This paper reports progress on the assessment of the feasibility of developing sites in the Council's 3 Year Rolling Programme and recommends that new sites be added to the programme. The paper also provides an up-date on the wider Affordable Housing Programme.</p>	<p>Executive Councillor for Housing</p>	<p>Alan Carter Head of Strategic Housing</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Houses in Multiple Occupation in Cambridge</p> <p>To approve recommendations arising from a project to investigate Houses in Multiple Occupation (HMOs) in Cambridge.</p>		<p>This report will show the results of an investigation into HMOs in the City, following a Council motion passed in April 2012, and recommend how services might be improved.</p>	<p>Executive Councillor for Housing</p>	<p>Helen Reed Housing Strategy Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Discharge of Homelessness Duties and Rough Sleeping Prevention</p> <p>To approve policy proposals for the discharge of the council's homelessness duties through an offer of private rented accommodation</p> <p>To note, for information, work being undertaken sub-regionally to prevent rough sleeping with funding from DCLG</p>	<p>As from November 2012 local authorities can discharge duties to homeless households in the private rented sector with or without the household's consent. The paper sets out a policy approach for doing this.</p> <p>Members are asked to note work being undertaken with sub-regional local authority partners to prevent rough sleeping as part of the government's 'No Second Night Out' strategy for tackling rough sleeping</p>	<p>Executive Councillor for Housing</p>	<p>David Greening Housing Advice Service Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
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Community Services Scrutiny Committee – 25 June 2013 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 11 June 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Project Appraisal for St.Andrew's Hall Community Centre Extension (Capital Grant)</p> <p>To agree a capital grant towards the development of additional community space at St.Andrew's Hall, East Chesterton.</p>		<p>In January 2013 the Executive Cllr for Community Development and Health provisionally allocated £140k of developer contributions towards the scheme, subject to approval of a project appraisal.</p>	<p>Executive Councillor for Community Development and Health</p>	<p>Trevor Woollams Head of Community Development</p>	<p>Not currently requested for pre-scrutiny.</p>

Development Plan Scrutiny Sub Committee - 29 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Cambridge Local Plan – Towards 2031 – Draft Local Plan Including the Preferred Approach to the Spatial Strategy, Vision and Objectives</p> <p>To seek support for the following:</p> <ul style="list-style-type: none"> • Tranche 4 draft policies related to the spatial strategy, housing, protecting and enhancing the character of Cambridge, Infrastructure, Cambridge city centre, major sites and areas of change and delivery; • The remaining evidence base for the Local Plan (SHLAA and Employment Land Review updates, Cambridge Retail and Leisure Study update, Cambridge City Centre Capacity Study, the Local Plan SHLAA and Potential Site Allocations Viability Assessment and the Student Accommodation Affordable Housing Study); and • To seek support for the draft Local Plan, Sustainability Appraisal and accompanying supporting documents. 	<p>The City Council is currently reviewing the Local Plan. Consultation has already been undertaken on the Issues and Options Report (Summer 2012) and the Issues and Options 2 (Site Options) (January – February 2013), and the draft plan has now been prepared, ahead of a ten week period of public consultation between July and September 2013. This report will seek support for and endorsement of:</p> <ul style="list-style-type: none"> • Tranche 4 Draft policies related to the spatial strategy, housing, protecting and enhancing the character of Cambridge, Infrastructure, Cambridge city centre, major sites and areas of change and delivery; • The remaining evidence base for the Local Plan (SHLAA and Employment Land Review updates, Cambridge Retail and Leisure Study update, Cambridge City Centre Capacity Study, the Local Plan SHLAA and Potential Site Allocations Viability Assessment and the Student Accommodation Affordable Housing Study); and • The draft Local Plan, Sustainability Appraisal and accompanying supporting documents 	<p>Executive Councillor for Planning and Climate Change</p>	<p>Patsy Dell Head of Planning</p>	<p>This item will automatically appear on the agenda.</p>
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Development Plan Scrutiny Sub Committee - 9 July 2013

No items currently scheduled for 9 July 2013

Development Plan Scrutiny Sub Committee - 6 August 2013

No items currently scheduled for 6 August 2013

Environment Scrutiny Committee – 11 June 2013 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Environmental and Waste Services Portfolio		The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.	Executive Councillor for Environmental and Waste Services	David Horspool Director of Resources	This is a key decision and will automatically appear on the agenda.
2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Planning and Climate Change Portfolio		The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.	Executive Councillor for Planning and Climate Change	David Horspool Director of Resources	This is a key decision and will automatically appear on the agenda.

<p>Cambridge Local Plan - Towards 2031 - Draft Local Plan for Consultation</p> <p>To agree the draft Local Plan and its accompanying Sustainability Appraisal for public consultation, subject to final approval at Full Council.</p>		<p>Executive Councillor for Planning and Climate Change</p>	<p>Patsy Dell Head of Planning</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
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Environment Scrutiny Committee – 11 June 2013 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 28 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Grafton West Car Park Refurbishment</p> <p>To approve the procurement and award of contract for refurbishment at Grafton West car park</p>		<p>Refurbishment to include replacing lights, electrics, signage and painting covered parking levels to improve experience for customers and fulfilling contractual responsibility to our landlords.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Sean Cleary Operations Manager Car Parks</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Annual Climate Change Strategy; Carbon Management Plan and Climate Change Fund Status Report</p> <p>Note the Annual Climate Change Strategy and the Carbon Management Plan and Climate Change Fund Status Report.</p>	<p>The Climate Change Strategy Annual Report highlights progress against three strategic objectives for action by the Council aimed at reducing carbon emissions and managing the risks associated with climate change. The Carbon Management Plan Annual Report provides a summary of the projects implemented to date and savings accrued, and highlights any additional or rescheduled projects. It also demonstrates overall progress against the target specified within the Plan. In addition, the report provides financial details of the projects supported by the Climate Change Fund to date.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>David Kidston Strategy and Partnerships Manager</p>	<p>Requested for pre-scrutiny by Councillor Herbert and Councillor Marchant-Daisley.</p>
<p>Conservation Area Appraisals for Brooklands Avenue, Southacre and Newnham Croft Conservation Areas</p> <p>To agree the contents of the appraisals for three Conservation Areas.</p>	<p>Conservation Area Appraisals already exist for these three locations. A consultant was appointed in 2012 to review the content of each and update them, including recommend boundary changes where deemed appropriate. The report will present the final documents and mapping, as well as the results of public consultation.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Glen Richardson Urban Design and Conservation Manager</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Briefing Report on Article 4 Directions and Consideration of their use in Cambridge</p> <p>For the Executive Councillor for Planning and Climate Change to provide a steer on the Council's approach to the use of Article 4 Directions</p>	<p>Article 4 Directions are a way of removing permitted development rights for certain "development" on residential properties. The report will set out the implications of using Article 4 Directions at both a strategic and site specific level, with examples, and set out the resource and financial implications on the Council of such directions.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Glen Richardson Urban Design and Conservation Manager</p>	<p>Requested for pre-scrutiny by Councillor Herbert and Councillor Marchant-Daisley.</p>
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Housing Management Board – 4 June 2013 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Revenue and Capital Outturn, Carry Forwards and Significant Variances - HRA		The report outlines the revenue outturn for the Housing Revenue Account for the financial year ended 31 March 2013. It also shows, where applicable, major variances and revenue budgets for which a carry forward request is being sought. Housing capital items will be reported to Community Services.	Executive Councillor for Housing	David Horspool Director of Resources	This is a key decision and will automatically appear on the agenda.
Under Occupation Incentive Scheme To agree the revised scheme.		The Under Occupation incentive scheme has been reviewed to take into account the Welfare reforms, specifically the reduction of Housing Benefit for spare rooms.	Executive Councillor for Housing	Andrew Latchem Area Housing Manager	This is a key decision and will automatically appear on the agenda.

Housing Management Board – 4 June 2013 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 20 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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Appointment of Vice-Chair for 2012/13		To note appointment of Vice-Chair for 2012/13	Housing Management Board		This item will automatically appear on the agenda.
To Nominate Three Tenants/Leaseholders' Representatives to Community Services Scrutiny Committee for Municipal Year 2013/14		To note three Tenants/Leaseholders' Representatives to Community Services Scrutiny Committee for municipal year 2013/14	Housing Management Board		This item will automatically appear on the agenda.
Standard Item: Write-Off of Former Tenant Arrears		Report sets out details of cases of former tenant arrears together with a summary of the action taken to try to recover the debt.	Executive Councillor for Housing	Julia Hovells Business Manager & Principal Accountant	Not currently requested for pre-scrutiny.
City Wide Garage Review Agree Improvement Plan recommendations as a result of the work undertaken by the Garage Working Group.		Progress report on the City wide garage review improvement plan agreed at HMB on 19 June 2012.	Executive Councillor for Housing	Sandra Farmer Area Housing Manager	Requested for pre-scrutiny by Mrs Harris and Mr Sweeney.

<p>Gas Safety Certification for Leasehold Dwellings in Flat Blocks</p> <p>Should the Council provide a free gas safety inspection where leases or sub leases do not currently require the leaseholder to provide a valid Landlords Gas Certificate.</p>		<p>Some 400 Leasehold dwellings pose a potential Gas Safety Risk as the Council has no evidence of annual inspection records, risk would significantly reduce if we instigate a free annual gas inspection in respect of these properties.</p>	<p>Executive Councillor for Housing</p>	<p>Chris Brown Heating Engineer</p>	<p>Requested for pre-scrutiny by Mrs Best and Mr Sweeney.</p>
<p>Project Appraisal for Hanover / Princes Court Community Room</p> <p>To agree the project for the demolition of the existing laundry and building of a new community room.</p>		<p>In January South Area Committee allocated £100k from developer contributions to create a new community facility at Hanover and Princes Court for local residents and community groups in the area.</p>	<p>Executive Councillor for Housing</p>	<p>Trevor Woollams Head of Community Development</p>	<p>Requested for pre-scrutiny by Mrs Best and Mrs Harris.</p>
<p>STAR Tenant Satisfaction Survey 2014</p> <p>To agree a plan for carrying out the next STAR Tenant Satisfaction Survey in 2014.</p>		<p>To make best use of the next STAR tenant Satisfaction Survey as a tool for understanding and engaging tenants and their priorities.</p>	<p>Executive Councillor for Housing</p>	<p>James Bull Publications & Information Officer (CH)</p>	<p>Requested for pre-scrutiny by Mrs Best and Mrs Harris.</p>

Strategy and Resources Scrutiny Committee - 8 July 2013 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Customer Services and Resources Portfolio		The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.	Executive Councillor for Customer Services and Resources	David Horspool Director of Resources	This is a key decision and will automatically appear on the agenda.
2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Strategy		The report outlines the portfolio's revenue and capital outturn for the financial year ended 31 March 2013. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request is sought and any proposed capital rephasing into 2013/14.	Leader of the Council	David Horspool Director of Resources	This is a key decision and will automatically appear on the agenda.

<p>2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Overview</p>		<p>The report summarizes the revenue and capital outturn for the financial year ended 31 March 2013 for all General Fund portfolios. It also shows, where applicable, major variances together with revenue budgets for which a carry forward request has been sought and any proposed capital rephasing into 2013/14.</p>	<p>Leader of the Council</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Annual Treasury Management Report 2012/13</p> <p>The Executive Councillor is recommended to receive this statutory report for submission to Council in accordance with Financial Regulations under the constitution.</p>		<p>The Local Government Act 2003 requires the Council to produce a report detailing the treasury management activities and the actual treasury and prudential borrowing indicators for 2012/13.</p>	<p>Leader of the Council</p>	<p>Julia Minns Head of Accounting Services</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

Strategy and Resources Scrutiny Committee - 8 July 2013 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 16 June 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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Standard Item: General Debts - Bad Debts for Write-off		The purpose of this report is to inform the Executive Councillor and Members of the Scrutiny Committee of General Income accounts where there are amounts that are deemed not to be collectable and require to be written off.	Executive Councillor for Customer Services and Resources	Karl Tattam Support Services Manager	Requested for pre-scrutiny by Councillor Benstead and Councillor Herbert.
Standard Item: NNDR		The purpose of this report is to inform the Executive Councillor and Members of the Scrutiny Committee of those accounts where it is deemed that the amount of outstanding debt in relation to NNDR/Business Rates and Benefits are irrecoverable and are to be written-off.	Executive Councillor for Customer Services and Resources	Alison Cole Head of Revenue and Benefits	Requested for pre-scrutiny by Councillor Benstead and Councillor Herbert.
Annual Update Report/Presentation on the Love Cambridge Partnership		This is an annual presentation of the activities and achievements of the Love Cambridge Partnership for 2012/13. A copy of the 2012/13 Annual Review report will be circulated with the papers ahead of the meeting.	Executive Councillor for Customer Services and Resources	Emma Thornton Head of Tourism & City Centre Management	Requested for pre-scrutiny by Councillor Benstead and Councillor Herbert.

<p>Presentation by Cambridge BID Limited on its Activity Since the Launch on 1st April 2013</p> <p>No decision required.</p>	<p>Cambridge BID Ltd was launched on 1st April 2013. The BID has committed to giving a presentation each year to this committee on its project activity. This presentation will be an overview of the BID's activity since its launch on 1st April 2013.</p>	<p>Strategy and Resources Scrutiny Committee</p>	<p>Emma Thornton Head of Tourism & City Centre Management</p>	<p>Not currently requested for pre-scrutiny.</p>
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Regulatory Committees

This section includes all items scheduled for consideration by Regulatory Committees.

The Regulatory Committees are

- Civic Affairs
- Licensing Committee
- Standards Committee
- Planning Committee*
- Joint Development Control Committee*

Committees marked with a * primarily consider planning applications and not included on the Forward Plan.

Items marked * are decisions which are expected to be recommendations to Council.

All items listed on the plan will automatically included on the relevant committee agenda for decision and debate.

Committee reports will be available one week before the meeting from Democratic Services.

Licensing – 24 June 2013
No items currently scheduled for 24 June.

Civic Affairs - 13 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Nominations for Leader of the Council		Annual Council will be asked to approve the appointment of the Leader.	Civic Affairs	Antoinette Jackson Chief Executive	This item will appear automatically on the agenda.
Nominations For Committees For The Municipal Year 2013/14		To consider nominations for committees for the municipal year 2013/14.	Civic Affairs	Antoinette Jackson Chief Executive	This item will appear automatically on the agenda.
Nominations For Chairs And Vice Chairs Of Scrutiny & Regulatory Committees		To consider nominations for Chairs and Vice Chairs of Scrutiny and Regulatory Committees.	Civic Affairs	Antoinette Jackson Chief Executive	This item will appear automatically on the agenda.
Nominations for Honorary Councillors		To consider nominations for Honorary Councillors.	Civic Affairs	Antoinette Jackson Chief Executive	This item will appear automatically on the agenda.

Civic Affairs - 26 June 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Statement of Accounts 2012-13</p> <p>Review and approval of required changes in accounting policy and presentation in respect of the 2012-13 Statement of Accounts.</p>		<p>There is a statutory requirement for Civic Affairs to approve the accounts by 30 September. However, they are asked to note the contents of the draft accounts and approve any required changes in accounting policy before the beginning of detailed external audit work.</p>	Civic Affairs	Charity Main Accountant (Projects and Publications)	This item will automatically appear on the agenda.
<p>Review of the Council's Contract Procedure Rules (Part 4G of the Constitution)</p> <p>To approve revisions to the existing Contract Procedure Rules for implementation early in the new financial year.</p>		<p>The Council's Contract Procedure Rules were written in 2007 and need to be revised to reflect current Council policy; the work we have done to simplify processes to make them more accessible and to incorporate best practice.</p>	Civic Affairs	Debbie Quincey Strategic Procurement Adviser	This item will appear automatically on the agenda.
<p>Consideration of Measures to Discourage Tax Avoidance</p> <p>Consideration of measures to discourage tax avoidance.</p>		<p>Further to the request made at Civic Affairs on 30 January 2013, to report on the scope for further measures to discourage tax avoidance arising from the employment of consultants through companies.</p>	Civic Affairs	Deborah Simpson Head of Human Resources	This item will appear automatically on the agenda.
<p>Annual Review of the Effectiveness of Internal Audit - 2012-13</p>		<p>Annual review of the provision of Internal Audit services.</p>	Civic Affairs	Steve Crabtree Head of Internal Audit	This item will automatically appear on the agenda.

<p>Head of Internal Audit - Annual Audit Opinion 2012-13</p>		<p>Details of the works undertaken by Internal Audit in 2012 / 2013 and an assessment on the effectiveness of the governance and systems in place across Cambridge City Council.</p>	<p>Civic Affairs</p>	<p>Steve Crabtree Head of Internal Audit</p>	<p>This item will appear automatically on the agenda.</p>
<p>Annual Report on Prevention of Fraud & Corruption Policy and Implications of the Bribery Act</p> <p>Approve changes to above Policy and Officer Code of Conduct following introduction of Bribery Act.</p>		<p>PFC Policy and Code of Conduct have been reviewed and updated in light of new Bribery Act and recent audit of Gifts & Hospitality.</p>	<p>Civic Affairs</p>	<p>Bridget Bishop Principal Auditor</p>	<p>This item will appear automatically on the agenda.</p>
<p>Assurance Framework and Draft Annual Governance Statement 2012-13</p> <p>To critically review the draft Annual Governance Statement (AGS) and incorporated action plan.</p>		<p>The AGS covers the Council's governance arrangements for the 2012-13 reporting year and is published as part of the Statement of Accounts.</p>	<p>Civic Affairs</p>	<p>Andrew Limb Head of Corporate Strategy</p>	<p>This item will appear automatically on the agenda.</p>

Area Committees

This section includes all items (except planning applications) scheduled for consideration by Area Committees.

The Area Committees cover the following wards.

East Area Abbey, Coleridge, Petersfield and Romsey

North Area Arbury, East Chesterton, Kings Hedges and West Chesterton

South Area Cherry Hinton, Queen Edith's and Trumpington

West/Central Area Castle, Market and Newnham

Items marked * are decisions which are expected to be a recommendation to Council.

All items listed on the plan will automatically included on the relevant committee agenda for decision and debate.

Committee reports will be available one week before the meeting from Democratic Services.

East Area - 6 June 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Environmental Improvement Programme		Requesting the allocation of newly suggested projects for the 2013/14 EIP Programme.	East Area Committee	Andrew Preston Project Delivery & Environment Manager	This item will appear automatically on the agenda.
Devolved Decision-Making And Developer Contributions: Taking Forward East Area Priority Projects (a) To decide how to use the supplementary developer contributions funding provided from the city-wide fund for play area improvements.(b) To note the steps being taken to deliver the Area Committee's existing priority projects being funded by devolved developer contributions		In November 2012, the Area Committee identified its initial set of priority projects to be delivered using developer contributions (not including play area improvements). In January 2013, the Executive Councillor agreed to provide additional developer contributions funding from the city-wide fund to enable the East Area to undertake some play area improvements.	East Area Committee	Tim Wetherfield Urban Growth Project Manager	This item will appear automatically on the agenda.

East Area - 25 July 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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Policing and Safer Neighbourhoods	A profile of crime, anti-social behaviour and environmental issues is presented for discussion and comment Councillors. The committee are asked to advise on the priorities to be adopted for the next period of Neighbourhood Policing Councillors. The committee will advise on the priorities but the final decision on priorities to be adopted will be made at the Neighbourhood Action Group following the Area Committee.	East Area Committee	Lynda Kilkelly Safer Communities Manager	This item will appear automatically on the agenda.
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North Area - 16 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Policing and Safer Neighbourhoods		A profile of crime, anti-social behaviour and environmental issues is presented for discussion and comment Councillors. The committee are asked to advise on the priorities to be adopted for the next period of Neighbourhood Policing Councillors. The committee will advise on the priorities but the final decision on priorities to be adopted will be made at the Neighbourhood Action Group following the Area Committee.	North Area Committee	Lynda Kilkelly Safer Communities Manager	This item will appear automatically on the agenda.
North Transport Corridor Area Transport Plans: North Area Committee		County Officers to attend Area Committees to give feedback on evaluated local member project proposals. The committee may be asked to advise on the priorities to be adopted and agree a rolling programme funded from s106.	North Area Committee	Dearbhla Lawson Head of Transport & Infrastructure & Policy & Funding	This item will appear automatically on the agenda.
Environmental Improvement Programme		Requesting the allocation of newly suggested projects for the 2013/14 EIP Programme.	North Area Committee	Andrew Preston Project Delivery & Environment Manager	This item will appear automatically on the agenda.

<p>Devolved Decision-Making And Developer Contributions: Taking Forward North Area Priority Projects</p> <p>(a) To decide how to use the supplementary developer contributions funding provided from the city-wide fund for play area improvements.(b) To note the steps being taken to deliver the Area Committee's existing priority projects being funded by devolved developer contributions.</p>		<p>In November 2012, the Area Committee identified its initial set of priority projects to be delivered using developer contributions (not including play area improvements). In January 2013, the Executive Councillor agreed to provide additional developer contributions funding from the city-wide fund to enable the North Area to undertake some play area improvements.</p>	<p>North Area Committee</p>	<p>Tim Wetherfield Urban Growth Project Manager</p>	<p>This item will automatically appear on the agenda.</p>
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<p style="text-align: center;">North Area - 1 August 2013</p>					
<p>Subject/Decision</p>	<p>New Item</p>	<p>Background Information</p>	<p>Decision Taker</p>	<p>Officer</p>	<p>Additional Information</p>
<p>Cambridge 20mph Project - Phase 1 Consultation Report</p> <p>To provide recommendation concerning progressing the project following the closure of Phase 1 consultation.</p>		<p>The project was taken to NAC in March 2013 for recommendation on the consultation proposals.</p> <p>The project was taken to ESC in January 2013 and given authority to proceed with Phase 1</p>	<p>North Area Committee</p>	<p>Ben Bishop Cambridge 20mph Project Officer</p>	<p>This item will automatically appear on the agenda.</p>

South Area - 9 May 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Police and Crime Commissioner		Presentation followed by an opportunity for public questions.	South Area Committee	Lynda Kilkelly Safer Communities Manager	This item will appear automatically on the agenda.
Policing and Safer Neighbourhoods		A profile of crime, anti-social behaviour and environmental issues is presented for discussion and comment Councillors. The committee are asked to advise on the priorities to be adopted for the next period of Neighbourhood Policing Councillors. The committee will advise on the priorities but the final decision on priorities to be adopted will be made at the Neighbourhood Action Group following the Area Committee.	South Area Committee	Lynda Kilkelly Safer Communities Manager	This item will appear automatically on the agenda.

Community Development and Leisure Grants		The City Council gives Community Development and Leisure funding to voluntary and community groups for activities and services, which benefit city residents, especially identified priority groups. Community Development funding is to enable residents to participate in their communities and develop services to meet their needs and Leisure funding is to help increase access to cultural and leisure activities.	South Area Committee	Elaine Shortt CDO (Grants & Voluntary Sector Support)	This item will automatically appear on the agenda.
Environmental Improvement Programme		Requesting the allocation of newly suggested projects for the 2013/14 EIP Programme.	South Area Committee	Andrew Preston Project Delivery & Environment Manager	This item will appear automatically on the agenda.
Devolved Decision-Making And Developer Contributions: Taking Forward South Area Priority Projects To note the steps being taken to deliver the Area Committee's priority projects funded by devolved developer contributions		In November 2012, the Area Committee identified its initial set of priority projects to be delivered using developer contributions.	South Area Committee	Tim Wetherfield Urban Growth Project Manager	This item will automatically appear on the agenda.

South Area - 15 July 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Policing and Safer Neighbourhoods		<p>A profile of crime, anti-social behaviour and environmental issues is presented for discussion and comment Councillors. The committee are asked to advise on the priorities to be adopted for the next period of Neighbourhood Policing Councillors. The committee will advise on the priorities but the final decision on priorities to be adopted will be made at the Neighbourhood Action Group following the Area Committee.</p>	South Area Committee	Lynda Kilkelly Safer Communities Manager	This item will appear automatically on the agenda.

West/Central Area - 20 June 2013

No items currently scheduled for 20 June.