



## THE FORWARD PLAN

1 December 2013 - 31 March 2014

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## Executive Councillors 2012/13

Leader and Executive Councillor for Strategy	Councillor Tim Bick	01223 45 7231 <a href="mailto:tim.bick@btinternet.com">tim.bick@btinternet.com</a>
Executive Councillor for Community Wellbeing	Councillor Sarah Brown	01223 710580 <a href="mailto:sarah.brown@cambridge.gov.uk">sarah.brown@cambridge.gov.uk</a>
Executive Councillor for Customer Services and Resources	Councillor Julie Smith	01223 766259 <a href="mailto:julie.smith@cambridge.gov.uk">julie.smith@cambridge.gov.uk</a>
Executive Councillor for Environmental and Waste Services	Councillor Jean Swanson	01223 248319 <a href="mailto:jsswanson@ntlworld.com">jsswanson@ntlworld.com</a>
Executive Councillor for Housing (and Deputy Leader)	Councillor Catherine Smart	01223 511210 <a href="mailto:chlsmart@cix.co.uk">chlsmart@cix.co.uk</a>
Executive Councillor for Public Places	Councillor Andrea Reiner	07717 693858 <a href="mailto:andrea.reiner@cambridge.gov.uk">andrea.reiner@cambridge.gov.uk</a>
Executive Councillor for Planning and Climate Change	Councillor Tim Ward	01223 316389 <a href="mailto:tim@brettward.co.uk">tim@brettward.co.uk</a>

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

## The Forward Plan: 1 December 2013 - 31 March 2014

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.

Any amendments to the Plan will be listed in an amendment sheet, available on deposit. This will also be circulated by email to councillors, to show the changes. Please contact Democratic Services for further information.

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
The Executive	10	23 January	N/A	14 January	15 January
Community Services	11 - 15	16 January	2 December	16 December	23 December
	16	13 March	13 February	27 February	3 March
Development Plan Scrutiny Sub	17 - 19	17 December	N/A	5 December	9 December
	20	28 January	N/A	16 January	20 January
	20	25 February	N/A	13 February	17 February
	20	25 March	N/A	13 March	17 March
Environment	21 - 24	14 January	2 December	16 December	23 December
	25	11 March	11 February	25 February	27 February
Housing Management Board	26 - 27	7 January	2 December	16 December	23 December
	28	16 January	16 December	2 January	6 January
	29	4 March	4 February	18 February	20 February
Strategy and Resources	30 – 35	20 January	2 December	16 December	23 December
	36	7 February	10 January	24 January	28 January
	37	17 March	17 February	3 March	5 March
Licensing	39	27 January	N/A	16 January	17 January
	39	24 March	N/A	13 March	14 March
Civic Affairs	40	29 January	N/A	20 January	21 January
	41	19 March	N/A	10 March	11 March
East Area	43	9 January	13 December	20 December	23 December
	43	20 February	4 February	11 February	12 February
North Area	44 – 45	6 February	21 January	28 January	29 January
	45	20 March	4 March	11 March	12 March
South Area	46	13 January	N/A	2 January	3 January
	47	3 March	N/A	20 March	21 March
West/Central Area	48	9 January	N/A	20 December	23 December
	48	6 March	N/A	25 February	26 February

## 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](mailto: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](mailto: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 working 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.

The City Council petition scheme 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

<b>The Executive – 23 January 2014</b>					
<b>Subject/Decision</b>	<b>New Item</b>	<b>Background Information</b>	<b>Decision Taker</b>	<b>Officer</b>	<b>Additional Information</b>
<p>Budget Setting Report February 2014 (Executive)</p> <p>To consider amendments, if any, to the Budget Setting Report and to make appropriate recommendations to Council.</p>		<p>To consider amendments, if any, to the Budget Setting Report and to make appropriate recommendations to Council.</p>	<p>Leader of the Council</p>	<p>David Horspool Director of Resources</p>	<p>This item will automatically appear on the agenda.</p>

## Community Services Scrutiny Committee – 16 January 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Clay Farm Multi Use Centre - Management Proposal</p> <p>To set up a company to manage the new centre.</p>		<p>The Council is working with partners to build a new £8m centre. This is due to open in 2015 and requires management arrangements that will facilitate flexible use.</p>	<p>Executive Councillor for Community Wellbeing</p>	<p>Trevor Woollams Head of Community Development</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Review of Voluntary Sector Grants</p> <p>To agree proposals for a review of voluntary sector grants within the Community Wellbeing Portfolio.</p>		<p>The proposed review will include consultation with the voluntary sector about revising the grants criteria and possible changes to budgets. This will inform a member decision in June/July 2014. Any changes would be implemented from April 2015.</p>	<p>Executive Councillor for Community Wellbeing</p>	<p>Trevor Woollams Head of Community Development</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Community &amp; Arts and Recreation Development Funding to Voluntary and Not-for-profit Organisations 2014-15</p> <p>Allocation of Community and Arts and Recreation Development funding to organisations for 2014-15.</p>		<p>Annual grant funding decisions.</p>	<p>Executive Councillor for Community Wellbeing</p>	<p>Jackie Hanson Operations &amp; Resources Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Community Wellbeing Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>Executive Councillor for Community Wellbeing</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Shared Ownership Review</p> <p>Whether the Council should continue to directly provide a shared ownership scheme, within existing and/or new-build properties.</p>		<p>A review is being conducted to assess whether, under HRA self-financing, providing this service represents value for money.</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>Housing General Fund Grants to Housing Agencies 2014-16</p> <p>To agree, subject to the budget setting process and formal adoption by Council of the 2012/13 and 2013/14 budgets, the funding to the voluntary sector organisations.</p>		<p>Grants for a number of housing agencies are set to expire at March 15. This report seeks approval to offer two year grant renewals</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>

<p>Clay Farm Scheme Specific Approval</p> <p>The final funding structure to purchase approximately 104 Affordable Housing units at Clay Farm.</p>		<p>On the 28/6/2013 Executive Councillor for Housing approved the Council owning and managing the Affordable Housing at Clay Farm. This item is to finalise the funding structure.</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>Council New Build Estate Management Strategy</p> <p>How Estate Management of the Council's new build schemes should be structured.</p>		<p>As the Council's new build programme advances an Estate Management Strategy is required to understand how these developments will be managed.</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>Housing Revenue Account Budget Setting Report</p> <p>To ensure that decisions are made in respect of the Housing Revenue Account capital budget for 2014/15 and beyond, in an appropriate time frame. Any alternative budget proposals will also be reported for consideration.</p>		<p>The Housing Revenue Account Budget Setting Report, also considered by HMB, will be presented to Community Services Scrutiny Committee for the consideration of the Housing Capital Investment Plan for 2014/15 and beyond before final decision at Council.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Business Manager &amp; Principal Accountant</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Housing Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</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>
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## Community Services Scrutiny Committee – 16 January 2014 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 31 December 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Unlawful Eviction and Harassment Policy</p> <p>To adopt the new policy and to approve the delegation of action on unlawful eviction and harassment to Head of Refuse and Environment.</p>		<p>A new Housing Enforcement Officer was appointed to tackle landlords who were illegally evicting and harassing tenants. The postholder sits within R&amp;E where the delegation needs to sit.</p>	<p>Executive Councillor for Housing</p>	<p>Yvonne O'Donnell Environmental Health Manager</p>	<p>Not currently requested for pre-scrutiny.</p>

## Community Services Scrutiny Committee – 13 March 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Options for the use of Developer Contributions for Sports Facilities</p> <p>To short-list or prioritise options for strategic priority projects for the use of outdoor and indoor sports facilities contributions.</p>		<p>In October 2013, the Executive Councillor for Community Well-being agreed to defer the second round short-listing of project ideas for the use of sports facilities contributions in the city-wide fund until the Cambridge Sports Strategy for 2014-17 had been developed.</p>	<p>Executive Councillor for Community Wellbeing</p>	<p>Tim Wetherfield Urban Growth Project Manager</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

## Community Services Scrutiny Committee – 13 March 2014 (Non Key Decisions)

No non key items currently scheduled for 13 March 2014

Non Key items will only appear on the agenda if requested for pre-scrutiny by 27 February 2014



**Development Plan Scrutiny Sub Committee - 17 December 2013**

<b>Subject/Decision</b>	<b>New Item</b>	<b>Background Information</b>	<b>Decision Taker</b>	<b>Officer</b>	<b>Additional Information</b>
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<p>Cambridge Local Plan 2014 – Submission</p> <p>The Cambridge Local Plan 2014 – Submission document.</p>	<p>This report sets out the results of the Council’s consultation on the Cambridge Local Plan 2014 – Proposed Submission, its accompanying Policies Map and Sustainability Appraisal. The committee is asked to consider the submission of these documents and appropriate supporting documents to the Secretary of State for examination.</p> <p>The Council consulted on the Cambridge Local Plan 2014: Proposed Submission, its accompanying Policies Map and Sustainability Appraisal between 19 July and 30 September 2013. Following this consultation and consideration of representations submitted in Autumn 2013, if agreed submission of the Cambridge Local Plan 2014 – Submission document and appropriate supporting documents to the Secretary of State will trigger the commencement of the examination of the Cambridge Local Plan 2014 – Submission document.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Joanna Gilbert-Wooldridge Principal Planning Policy Officer</p>	<p>This item will automatically appear on the agenda.</p>
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<p>Annual Monitoring Report</p> <p>This report asks the committee to consider and endorse the Annual Monitoring Report 2013 for publication.</p>	<p>Monitoring is an important part of the planning process, providing feedback on the performance of policies in terms of their use and implementation. The annual monitoring report has been produced annually since 2005, and contains information about Cambridge and how it is changing each year. The report includes data on the use of planning policies in the 2006 Cambridge Local Plan and a housing trajectory showing housing completions each year and what we expect completions to be in the following years to 2026.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Joanna Gilbert-Wooldridge Principal Planning Policy Officer</p>	<p>This item will automatically appear on the agenda.</p>
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**Development Plan Scrutiny Sub Committee - 28 January 2014**

No items currently scheduled for 28 January 2014

**Development Plan Scrutiny Sub Committee - 25 February 2014**

No items currently scheduled for 25 February 2014

**Development Plan Scrutiny Sub Committee - 25 March 2014**

No items currently scheduled for 25 March 2014

## Environment Scrutiny Committee – 14 January 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Environmental &amp; Waste Services Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>Executive Councillor for Environmental and Waste Services</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Planning &amp; Climate Change Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Cambridge Local Plan 2014</p> <p>The committee is asked to consider the submission of these documents and appropriate supporting documents to the Secretary of State for examination.</p>		<p>The report will set out the results of the Council's consultation on the Cambridge Local Plan 2014 – Proposed Submission, its accompanying Policies Map and Sustainability Appraisal.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Joanna Gilbert-Wooldridge Principal Planning Policy Officer</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Public Places Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>Executive Councillor for Public Places</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

## Environment Scrutiny Committee – 14 January 2014 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 27 December 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Conservation Area Appraisal for The Kite</p> <p>To agree the conservation area appraisal document.</p>		<p>The conservation has not been reviewed since 1996. An up to date appraisal of the character and appearance of the area is necessary to inform conservation and Planning proposals affecting the Kite area.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Christian Brady</p>	<p>Requested for pre-scrutiny by Councillor Kightley and Councillor Saunders.</p>
<p>Article 4 Directions - Public Houses and Buildings of Local Interest</p> <p>To approve a strategy for, and the making of, Directions under Article 4 of the Town &amp; Country Planning (General Permitted Development) Order 1995 (as amended).</p>		<p>The report will seek a decision on the designation of Article 4 Directions (which have the effect of withdrawing permitted development rights) with respect to the demolition of Public Houses. It will also consider a strategy for applying these to Buildings of Local Interest.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Christian Brady</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Article 4 Direction - Accordia Estate</p> <p>To consider a draft Article 4 Direction and consultation process with regard to maintaining the appearance of the buildings, which have the effect of withdrawing permitted development rights.</p>	<p>Arises from June 2013 report to Environment Scrutiny Committee on "Consideration of the use of Article 4 Directions" and decision that officers draft an Article 4 Direction for the Accordia Estate and an accompanying consultation process for the consideration of a future Environmental Scrutiny Committee.</p>	<p>Executive Councillor for Planning and Climate Change</p>	<p>Christian Brady</p>	<p>Requested for pre-scrutiny by Councillor Blencowe and Councillor O'Reilly</p>
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**Environment Scrutiny Committee – 11 March 2014 (Key Decisions)**

No key items currently scheduled for 11 March 2014

**Environment Scrutiny Committee – 11 March 2014 (Non Key Decisions)**

No non key items currently scheduled for 11 March 2014

Non Key items will only appear on the agenda if requested for pre-scrutiny by 25 February 2014

## Housing Management Board – 7 January 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Tenancy Policy</p> <p>To agree a revised Tenancy Policy.</p>		<p>Local Authorities are required to have a Tenancy Policy setting out the type of tenancies they will operate.</p>	<p>Executive Councillor for Housing</p>	<p>Andrew Latchem Area Housing Manager</p>	<p>This is a key issue and will automatically appear on the agenda.</p>

## Housing Management Board – 7 January 2014 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 18 December 2013

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Standard Item: Write-Off of Former Tenant Arrears</p> <p>Consider write-off of former tenant arrears.</p>		<p>Report sets out details of cases of former tenant arrears together with a summary of the action taken to try to recover the debt.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Business Manager &amp; Principal Accountant</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Shared Ownership Review - For Information</p> <p>This is an information report and will automatically appear on the agenda. The purpose is to consult Housing Management Board prior to a key decision at Community Services on whether the Council should continue to directly provide a shared ownership scheme, within existing and/or new-build properties.</p>		<p>A review is being carried out to assess whether, under HRA self-financing, continuing to provide this service represents value for money.</p>	<p>Executive Councillor for Housing</p>	<p>Helen Reed Housing Strategy Manager</p>	<p>Not currently requested for pre-scrutiny.</p>

## Special Housing Management Board – 16 January 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Housing Revenue Account Budget for 2014/15</p> <p>To ensure that decisions are made in respect of the Housing Revenue Account revenue budget for 2014/15 and beyond, in an appropriate time frame. Any alternative budget proposals will also be reported for consideration.</p>		<p>To ensure that decisions are made in respect of the Housing Revenue Account revenue budget for 2014/15 and beyond, in an appropriate time frame. Any alternative budget proposals will also be reported for consideration.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Business Manager &amp; Principal Accountant</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

## Housing Management Board – 4 March 2014 (Key Decisions)

No key items currently scheduled for 4 March 2014

## Housing Management Board – 4 March 2014 (Non Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 18 February 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Standard Item: Write-Off of Former Tenant Arrears</p> <p>Consider cases of former tenant arrears together with a summary of the action taken to try to recover the debt.</p>		<p>Report sets out details of cases of former tenant arrears together with a summary of the action taken to try to recover the debt.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Business Manager &amp; Principal Accountant</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Progress Report From Residents' Housing Regulation Panel</p> <p>Continued support of residents' Housing Regulation Panel.</p>		<p>Volunteer residents on the Housing Regulation Panel offer a constructive challenge through their on-going inspections of housing services.</p>	<p>Executive Councillor for Housing</p>	<p>James Bull Resident Involvement Facilitator</p>	<p>Not currently requested for pre-scrutiny.</p>

## Strategy and Resources Scrutiny Committee - 20 January 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Council Tax Support Scheme</p> <p>To consider whether to revise, replace or continue with current scheme.</p>		<p>Each billing authority must annually consider whether to revise or replace its council tax support scheme. The purpose of this report is to allow the Executive Councillor and Members of the Scrutiny Committee to consider whether to revise or replace the Council's Council Tax Support scheme or to continue with the current scheme.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Alison Cole Head of Revenue and Benefits</p>	<p>This is a key issue and will automatically appear on the agenda.</p>
<p>Customer Services &amp; Resources Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Review of Living Wage</p> <p>To review the payment of the Living Wage as agreed by Full Council in February 2013.</p>		<p>The Council agreed to review within 12 months, the payment of the minimum of the Living Wage to agency workers after 4 weeks of their engagement, and that any changes be proposed for the 2014 Pay Policy Statement.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Deborah Simpson Head of Human Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Strategy Portfolio Revenue and Capital Budgets 2013/14 (Revised), 2014/15 (Estimate) and 2015/16 (Forecast)</p> <p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</p>		<p>To approve proposed charges for 2014/15, and to recommend to the Executive revenue budget proposals, capital funding requests, rephasing and changes to the Capital and Revenue Projects Plan.</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>Budget Setting Report February 2014</p> <p>The report recommends to the Executive bids to be funded from external or earmarked funds, non-cash limit items, revenue savings and bids, priority policy fund bids and changes to the Capital and Revenue Projects Plan. To recommend to Council the Treasury Management Strategy and Prudential indicators for 2014/15, together with any changes to the counterparties list. The report will also recommend the Council tax level for 2014/15.</p>	<p>The Budget Setting Report provides an overview of all of the proposals submitted by each Portfolio, and the implications for reserves and Council Tax setting.</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>
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## Strategy and Resources Scrutiny Committee - 20 January 2014 (Non-Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 3 January 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Standard Item: General Debts - Bad Debts for Write-off</p> <p>General income accounts where there are amounts that are deemed not to be collectable and require to be written off.</p>		<p>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.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Karl Tattam Support Services Manager</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Standard Item: NNDR</p> <p>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.</p>		<p>Background Information: 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.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Alison Cole Head of Revenue and Benefits</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Update on Discretionary Housing</p> <p>This update follows the requirement from the Strategy and Resources Scrutiny Committee held on 14 October, and may be deferred until the 7 March 2014.</p>		<p>The purpose of this report is to provide the Executive Councillor and Members of the Scrutiny Committee with an update on the use of Discretionary Housing Payments, including a review of budget requirements.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Alison Cole Head of Revenue and Benefits</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>The Future Delivery of Building Cleaning Services</p> <p>The form of competitive tendering process to be adopted for the provision of Building Cleaning services.</p>		<p>To consider the outcome of a request to the market for information about the best way of structuring a building cleaning procurement and how the Council wishes to proceed in light of this information.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>David Horspool Director of Resources</p>	<p>This is a key decision and will automatically appear on the agenda.</p>
<p>Annual Review of the Key Partnerships in Which the Council is Involved</p> <p>To confirm the continued involvement of the Council in the partnership based on an informed view of its added value and achievements.</p>		<p>The Council's Executive members are involved in a number of key partnerships that contribute to achieving the Council's vision for the City. This is an opportunity for the lead member to give account for the Council's involvement with the partnerships in accordance with our "Principles of Partnership Working".</p>	<p>Leader of the Council</p>	<p>Graham Saint Strategy Officer</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Review of Use of the Regulation of Investigatory Powers Act</p> <p>To review the Council's use of powers under the Regulation of Investigatory Powers Act.</p>	<p>A Home Office Code of Practice recommends an annual review of the Council's use of the Regulation of Investigatory Powers Act 2000 and its surveillance policy.</p>	<p>Leader of the Council</p>	<p>Simon Pugh Head of Legal Services</p>	<p>Not currently requested for pre-scrutiny.</p>
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## Strategy and Resources Scrutiny Committee - 7 February 2014 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Amendments to the Budget Setting Report February 2014</p> <p>To consider amendments, if any, from The Executive and Opposition Groups to the Budget Setting Report.</p>		<p>This meeting of the Scrutiny Committee will examine, and where appropriate comment on, amendments being proposed to the Budget Setting Report. The comments, along with the amendments, will feed through to the Council's budget meeting on 27 February 2014. The Executive is entitled to change its budget recommendations in the light of the discussions at the Scrutiny Committee.</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>

## Strategy and Resources Scrutiny Committee - 7 February 2014 (Non Key Decisions)

No non key items currently scheduled for 7 February 2014

Non Key items will only appear on the agenda if requested for pre-scrutiny by 24 January 2014

## Strategy and Resources Scrutiny Committee - 17 March 2014 (Key Decisions)

No key items currently scheduled for 17 March 2014

## Strategy and Resources Scrutiny Committee - 17 March 2014 (Non-Key Decisions)

Non Key items will only appear on the agenda if requested for pre-scrutiny by 3 March 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Standard Item: General Debts - Bad Debts for Write-off</p> <p>General income accounts where there are amounts that are deemed not to be collectable and require to be written off.</p>		<p>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.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Karl Tattam Support Services Manager</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Standard Item: NNDR</p> <p>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.</p>		<p>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.</p>	<p>Executive Councillor for Customer Services and Resources</p>	<p>Alison Cole Head of Revenue and Benefits</p>	<p>Not currently requested for pre-scrutiny.</p>

## 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 - 27 January 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Medical Examinations for Taxi Drivers</p> <p>Members will be asked to agree the basis for determining the medical fitness of drivers.</p>		<p>Medical examinations against the DVLA's Group II standard are currently undertaken at 2 surgeries, but it is proposed that GPs should undertake these in future.</p>	<p>Licensing Committee</p>	<p>Robert Osbourn Licensing and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Setting of Fees for Licensing Functions</p> <p>Members will be asked to agree fees for licences to be charged in 2014/15.</p>		<p>This report was required by the Committee's decision on 7th October 2013, having agreed the principles for fee setting.</p>	<p>Licensing Committee</p>	<p>Robert Osbourn Licensing and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Credit Card Payments for Hackney Carriage Journeys</p> <p>To determine whether and, if so, in what form an additional charge may be levied for card payments</p>		<p>The taxi trade wishes to offer customers a facility to pay for journeys by credit card. In order to charge a fee for this, Committee approval will be required.</p>	<p>Licensing Committee</p>	<p>Robert Osbourn Licensing and Enforcement Manager</p>	<p>item will automatically appear on the agenda.</p>

## Licensing - 24 March 2014

No items currently scheduled for 24 March 2014

## Civic Affairs - 29 January 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Review of the Council's Standards Regime for Councillors</p> <p>To review the Council's regime to maintain standards of conduct for councillors.</p>		<p>The Council introduced a new code of conduct and new procedures in July 2012. The report will review how they have worked and consider areas for development.</p>	Civic Affairs	Simon Pugh Head of Legal Services	This item will automatically appear on the agenda.
<p>Proposals for Polling Districts, Polling Places and Polling Stations</p> <p>The Committee will be recommended to agree any change to polling districts and polling places.</p>		<p>A statutory consultation took place between 11 October and 22 November on current polling arrangements. Any representations and officer review will be reported for determination.</p>	Civic Affairs	Gary Clift Democratic Services Manager	This item will automatically appear on the agenda.
<p>Pay Policy Statement 2014/15</p> <p>To consider a draft Pay Policy Statement for 2014/15.</p>		<p>To consider a draft Pay Policy Statement for 2014/15.</p>	Civic Affairs	Deborah Simpson Head of Human Resources	This item will automatically appear on the agenda.



## Civic Affairs - 19 March 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Internal Audit Plan &amp; Strategy 2014 / 2015</p> <p>Committee to examine / approve the draft Internal Audit Plan and identify any areas for further consideration.</p>		<p>Internal Audit Plan/Strategy detailing our programme of work as to how we will look to provide assurance that key risks are being managed.</p>	<p>Civic Affairs</p>	<p>Steve Crabtree Head of Internal Audit</p>	<p>This item will automatically appear 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 - 9 January 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Cambridge 20mph Project – Phase 2, East Area Consultation</p> <p>To provide recommendation on proposals for public consultation including consultation area, method and proposed content for Phase 2 of the project.</p>		<p>A Capital budget of £400k has been allocated to the project, which is included within the capital plan.</p> <p>Authority to proceed with Phase 2 consultation, was provided by the Environmental Scrutiny Committee on 08/10/13.</p>	<p>East Area Committee</p>	<p>Ben Bishop Cambridge 20mph Project Officer</p>	<p>This item will appear automatically on the agenda.</p>

### East Area - 20 February 2014

No items currently scheduled for 20 February 2014

## North Area - 6 February 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods - NAC 06/02/14</p> <p>Policing and safer neighbourhoods priorities.</p>		<p>A profile of crime, anti-social behaviour and environmental issues is presented for discussion and comment. The committee are asked to advise on the priorities to be adopted for the next period of Neighbourhood Policing. 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>	<p>North Area Committee</p>	<p>Lynda Kilkelly Safer Communities Manager</p>	<p>This item will appear automatically on the agenda.</p>

<p>Developer Contributions Devolved Decision-Making: 2nd Round Priority-Setting</p> <p>To prioritise which local projects for new/improved local facilities will be funded from developer contributions (subject to project appraisal) as part of the second round of developer contributions devolved decision-making.</p>	<p>This follows an earlier report to the Area Committee in October 2014, aimed at short-listing project ideas that could be eligible for the devolved developer contributions funding available. The February 2014 report will provide more details on those short-listed options. The Area Committee is invited to prioritise as many projects as there are wards in the Area plus (provided relevant devolved contributions are available) an additional project grant-funded from developer contributions.</p> <p>This reflects the approach set out in the report to the Environment Scrutiny Committee in June 2013.</p>	<p>North Area Committee</p>	<p>Tim Wetherfield Urban Growth Project Manager</p>	<p>This item will appear automatically on the agenda.</p>
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**North Area - 20 March 2014**

No items currently scheduled for 6 March 2014

## South Area - 13 January 2014

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Developer Contributions Devolved Decision-Making: 2nd Round Priority-Setting</p> <p>To prioritise which local projects for new/improved local facilities will be funded from developer contributions (subject to project appraisal) as part of the second round of developer contributions devolved decision-making.</p>		<p>This follows an earlier report to the Area Committee in September 2013, which short-listed project ideas eligible for the devolved developer contributions funding available. The January 2014 report will provide more details on those short-listed options. The Area Committee is invited to prioritise as many projects as there are wards in the Area plus (provided relevant devolved contributions are available) an additional project grant-funded from developer contributions.</p> <p>This reflects the approach set out in the report to the Environment Scrutiny Committee in June 2013.</p>	South Area Committee	Tim Wetherfield Urban Growth Project Manager	This item will appear automatically on the agenda.

## South Area - 3 March 2014

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

### West/Central Area - 9 January 2014

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

### West/Central Area - 6 March 2014

No items currently scheduled for 6 March 2014