



CAMBRIDGE
CITY COUNCIL

THE FORWARD PLAN

1 June 2019 - 31 August 2019

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Executive Councillors 2019/20

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

The Forward Plan: 1 June 2019 - 31 August 2019

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 quarterly 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 (£1,000,000 for procurement). Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Policy.

In relation to letting contracts the key decision is seeking authority to procure (and delegate authority to award). 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 will make 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 Meeting and Publication Dates

Committee	Page	Meeting date	Agendas published
Environment and Community	9	27/06/19	17/06/19
Housing Scrutiny Committee	14	18/06/19	06/06/19
Planning and Transport	18	25/06/19	13/06/19
	23	16/07/19	04/07/19
Strategy and Resources	26	01/07/19	19/06/19
Licensing	32	08/07/19	28/06/19
Civic Affairs	35	24/07/19	16/07/19
East Area	41	11/07/19	03/07/19
North Area	43	13/06/19	05/06/19
South Area	44	22/07/19	12/07/19
West/Central Area	45	20/06/19	12/06/19

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>

Forward Plan - Decisions of the Executive

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

- 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.

Committee reports will be available one week before the meeting [on the City Council website](#).

Forward Plan

Environment and Community Scrutiny Committee – 27 June 2019 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Section 106 Community Facilities 2019 Funding Round</p> <p>Approve the awards recommended for 2019 S106 Community Facilities funding subject to business case approval and signed grant agreements.</p>		<p>The 2019 S106 Community Facilities round invites applications and makes recommendations for use of the funding remaining from the collection of generic S106 contributions.</p>	<p>Executive Councillor for Communities</p>	<p>Jackie Hanson Community Funding and Development Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Cambridge Live - independent review</p> <p>To approve the approach and scope of the review in accordance with the motion.</p>		<p>Following decisions by both organisations in December 2018, Cambridge Live returned services to the Council on 1.4.2019. An independent review is to be commissioned in response to the motion passed by Council on 21.02.2019</p>	<p>Executive Councillor for Communities</p>	<p>Debbie Kaye Head of Community Services</p>	<p>This is a key decision and will automatically appear on the agenda.</p>

<p>Jesus Green Lido Update</p> <p>Update on the potential development areas within Jesus Green Lido.</p>		<p>Update on works to date and potential development areas and opportunities within the Jesus Green Lido with a focus on the potential for a new building for replacement of the Rouse Ball pavilion to include a new entrance and changing accommodation and community rooms at the Lido.</p>	<p>Executive Councillor for Communities</p>	<p>Ian Ross Community, Sport & Recreation Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - Communities</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20</p>	<p>Executive Councillor for Communities</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - ESC</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix. (ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Climate Change, Environment and City Centre</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - S&OS</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix. (ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Transport and Community Safety</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>

Environment and Community Scrutiny Committee – 27 June 2019 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 13 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>PSPO (Touting) 2016</p> <p>To review the operation of the PSPO (Touting) 2016 and consider next steps prior to its expiration on 14 September 2019.</p>		<p>The PSPO (Touting) 2016 is due to expire on 14 September 2019 and advance plans need to be made with regards either extending it further (in scope and/or time) or letting it lapse, with consideration to the ramifications (financial and otherwise) of such actions.</p>	<p>Executive Councillor for Transport and Community Safety</p>	<p>Lynda Kilkelly Safer Communities Manager</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>
<p>Single Equality Scheme 2018 – 2021 Annual Review</p> <p>Note the progress in delivering equalities actions during 2018/19. Approve the actions proposed in SES for delivery during 2019/20.</p>		<p>The Council’s Single Equality Scheme (SES) was approved by the Executive Councillor for Communities at the Environment and Communities Committee on 4 October 2018. The SES sets out how the organisation will challenge discrimination and promote equal opportunity in all aspects of its work over a three year period (2018-2021).</p>	<p>Executive Councillor for Communities</p>	<p>Helen Crowther Equality & Anti-Poverty Officer</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Anti-Poverty Strategy Annual Report 2018/19</p> <p>To note the progress in delivering actions to reduce poverty in Cambridge during 2018/19.</p>		<p>The Council produced a revised Anti-Poverty Strategy for April 2017 to March 2020. The Strategy aims to: improve the standard of living and daily lives of those residents in Cambridge who are currently experiencing poverty; and to help alleviate issues that can lead households on low incomes to experience financial pressures. The report will provide an update on progress on delivering actions identified in the Strategy during 2018/19.</p>	<p>Executive Councillor for Communities</p>	<p>David Kidston Strategy and Partnerships Manager</p>	<p>Requested for pre-scrutiny by Cllrs Martinelli & Payne.</p>
<p>Greater Cambridge Waste Service</p> <p>The annual report looking back at the service during 2018/19 is submitted for approval by Exec Cllr.</p>			<p>Executive Councillor for Climate Change, Environment and City Centre</p>	<p>Fiona Bryant, Trevor Nicoll Strategic Director, Head of Shared Waste Service</p>	<p>Not currently requested for pre-scrutiny.</p>

Housing Scrutiny Committee – 18 June 2019 (Key Decisions)

Part 1 - Management of the Council's Housing Stock

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>2018/19 Housing Revenue Account Revenue and Capital Outturn, Carry Forwards and Significant Variances</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget of the HRA for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Business Manager & Principal Accountant</p>	<p>This is a key item and will automatically appear on the agenda.</p>

Housing Scrutiny Committee – 18 June 2019 (Non Key Decisions)

Part 1 - Management of the Council's Housing Stock

Non key items will only appear on the agenda if requested for pre-scrutiny by 4 June 2019

Currently no non key items scheduled for 18 June 2019

Housing Scrutiny Committee – 18 June 2019 (Key Decisions)

Part 2 - Strategic Housing

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>New Build Housing - Campkin Road</p> <p>Request for budget to develop a new housing scheme at Campkin Road - indicative outturn 70 Council Homes.</p>		<p>Cambridge City Council is committed to building new 500 new council homes as part of the Cambridgeshire & Peterborough devolution deal. This project forms part of the target, contributing a net gain of 45 new homes.</p>	<p>Executive Councillor for Housing</p>	<p>Mark Wilson Housing Development Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Compulsory Purchase of Long-term Empty Property</p> <p>- Approval to pursue compulsory purchase of long term empty property in a residential area of Cambridge City, in line with Empty Homes Policy.</p> <p>- Approve provision of funding for purchase either through compulsory purchase or voluntary sale which will be recovered through the subsequent sale of the property.</p>		<p>This decision will grant permission for the Council to apply to the Secretary of State to make a compulsory purchase order in relation to a long term vacant property, following an unsuccessful period of attempting to work with the owner to bring the property back into use.</p>	<p>Executive Councillor for Housing</p>	<p>Simonetta Macellari Empty Homes Officer</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - Housing</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in a separate appendix</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in a separate appendix</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Housing</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>The Homelessness Reduction Act – 12 Month Review</p> <p>To approve the review document and recommendations contained therein for permanent funding of additional staff taken on to meet the additional demands of the Act.</p>		<p>The Homelessness Reduction Act was introduced on 3 April 2018. As the Council responded to the legislation, we undertook to review the impact after 12 months. Hence, this review considers the impact of the legislation and our response on customers (in terms of our ability to prevent and relieve homelessness; what outcomes we achieve, and how often / for how long we have to use temporary accommodation) and on our services.</p>	<p>Executive Councillor for Housing</p>	<p>James McWilliams Housing Services Manager - Housing Advice</p>	<p>This is a key item and will automatically appear on the agenda.</p>

Housing Scrutiny Committee – 18 June 2019 (Non Key Decisions)

Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 4 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Update on the Programme to Build New Council Homes Funded Through the Combined Authority</p> <p>No decision - review of progress on previously agreed 500 homes programme.</p>		<p>Cambridge Housing Development Agency was set up using a Cambridgeshire & Peterborough Combined Authority devolution grant with the target to build 500 new Council homes in Cambridge.</p>	<p>Executive Councillor for Housing</p>	<p>Claire Flowers Head of Housing Development Agency</p>	<p>Requested for pre-scrutiny by Cllrs Cantrill & Lord.</p>

Planning and Transport Scrutiny Committee – 25 June 2019 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Greater Cambridge Sustainable Design and Construction Supplementary Planning Document – Draft Document for Consultation</p> <p>To approve the draft Greater Cambridge Sustainable Design and Construction SPD and to agree that it be made available for public consultation.</p>		<p>The Greater Cambridge Sustainable Design and Construction SPD will provide guidance on the implementation of policies related to climate change and sustainable design and construction within the 2018 Cambridge and South Cambridgeshire Local Plans in order to support the Greater Cambridge growth agenda and delivery of sustainable development. Approval of the draft SPD is sought in order that the document can be made available for a six week period of public consultation, which will start after the 2019 local elections.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Emma Davies Senior Sustainability Officer (Design & Construction)</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - P&T</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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<p>Statement of Community Involvement</p> <p>The report seeks approval for the joint Greater Cambridge Shared Planning Statement of Community Involvement to be adopted by the Council.</p>	<p>In January 2019 the committee approved the publication of the draft document for public consultation. The consultation has now concluded and we received 10 representations. These representations have been considered by officers and have informed the preparation of the final document. In order for the council (as a local planning authority) to give weight to the SCI, it requires the council to adopt it which we are seeking at the committee in June.</p> <p>It is also worth noting that this is the first joint SCI as part of the Greater Cambridge Shared Planning service and will therefore be going through a similar adoption process with members at South Cambridgeshire District Council.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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<p>2019 S106 Priority-Setting (Play Areas and Open Spaces)</p> <p>Following the recent call for proposals for the 2019 S106 funding round, to assess which proposals received for improving play areas and open spaces meet the S106 selection criteria and to identify which ones should be allocated funding (subject to appropriate conditions) from the relevant S106 contributions available.</p>		<p>The S106 (Streets & Open Spaces) report to Environment and Community Scrutiny Committee in March 2019 set out the arrangements and selection criteria for the 2019 S106 funding round. Applications were invited from late March to the end of April 2019. The process included plans for reporting back to scrutiny committee in June.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Alistair Wilson Streets and Open Spaces Development Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Planning and Transport Scrutiny Committee – 25 June 2019 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 11 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Local Transport Plan 2019 – Consultation Response</p> <p>To agree a response to the draft Local Transport Plan consultation prepared by the Combined Authority.</p>		<p>The Combined Authority has responsibility for preparing a Local Transport Plan. It is anticipated that a draft for consultation will be published in June 2019, for a 12 week public consultation. The Shared Planning Service will provide a response to this consultation.</p>	<p>Executive Councillor for Transport and Community Safety</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>WITHDRAWN AND MOVED TO 16 JULY COMMITTEE.</p>

<p>Non-statutory Strategic Spatial Framework Phase 2 Discussion Document – Consultation Response</p> <p>To agree a response to the Non-statutory Strategic Spatial Framework Phase 2 discussion document consultation prepared by the Combined Authority (CPCA).</p>		<p>The CPCA has responsibility for preparing a Non-statutory Strategic Spatial Framework. It is anticipated that a discussion document, setting out the key issues, challenges and options which the CPCA thinks should be addressed in the NSSF phase 2 will be published for consultation in June 2019. The Shared Planning Service will provide a response to this consultation.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Greater Cambridge Planning Service</p> <p>The annual report looking back at the service during 2018/19 is submitted for approval by Exec Cllr.</p>		<p>Annual report.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Stephen Kelly Director of Planning and Economic Development</p>	<p>Requested for pre-scrutiny by Cllrs Bick & McGerty.</p>
<p>Annual Report of 3C Building Control Service & Planning Shared Service 2018/19</p> <p>The annual report looking back at the service during 2018/19 is submitted for approval by Exec Cllr.</p>		<p>Annual Report</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Fiona Bryant, Heather Jones Strategic Director, Strategic Lead 3C Building Standards - Partnership of Cambridge City, Huntingdon DC and South Cambs DC</p>	<p>Requested for pre-scrutiny by Cllrs Bick & McGerty.</p>

Planning and Transport Scrutiny Committee – 16 July 2019 (Key Decisions)

Currently no key items scheduled for 16 July 2019

Planning and Transport Scrutiny Committee – 16 July 2019 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 2 July 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Making Space for People Supplementary Planning Document</p> <p>To approve the draft Supplementary Planning Document for public consultation.</p>		<p>This is a spaces and movement strategy for Cambridge.</p> <p>The Making Space for People SPD has been produced in partnership with the Greater Cambridge Partnership and County Council Highways, in their role as the Highways Authority for the area. It provides further guidance to support the implementation of Policy 10 of the Cambridge Local Plan (2018) as well as the policies relating to Opportunity Areas adjacent to the city centre.</p> <p>The committee report seeks approval for the draft SPD to be made available for a six week period of public consultation, which will be carried out in accordance with the Council's Statement of Community Involvement.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>Requested for pre-scrutiny by Cllrs Bick & McGerty.</p>

<p>Local Transport Plan 2019 – Consultation Response</p> <p>To agree a response to the draft Local Transport Plan consultation prepared by the Combined Authority.</p>		<p>The Combined Authority has responsibility for preparing a Local Transport Plan. It is anticipated that a draft for consultation will be published in June 2019, for a 12 week public consultation. The Shared Planning Service will provide a response to this consultation.</p>	<p>Executive Councillor for Transport and Community Safety</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>Requested for pre-scrutiny by Cllrs Bick & McGerty.</p>
<p>Greater Cambridge Local Plan Inception and Joint Planning & Transport Advisory Group Terms of Reference.</p> <p>Greater Cambridge Local Plan inception:</p> <ul style="list-style-type: none"> - To note information regarding the inception of the Local Plan; and - To agree the terms of reference for the proposed Greater Cambridge Local Plan joint member advisory group: a non-statutory joint member group intended to ensure a shared policy position that will allow the timely development of the new Greater Cambridge Local Plan, coordinated with transport policy. 		<p>Cambridge City Council and South Cambridgeshire District Council are committed to producing a joint Local Plan. Information about the Local Plan inception and overall process will be provided. In particular, as agreed at October 2018 Planning & Transport Scrutiny committee as part of agreeing the Local Development Scheme 2018, the proposed approach to governance is to use separate democratic processes to agree both plans, informed by a joint member advisory group. Agreeing the proposed terms of reference for this group will enable the advisory group to be set up.</p>	<p>Executive Councillor for Planning Policy and Open Spaces</p>	<p>Caroline Hunt Strategy and Economy Manger - SCDC & City</p>	<p>This item will automatically appear on the agenda.</p>

<p>A428 Black Cat to Caxton Gibbet Preferred Route consultation</p> <ol style="list-style-type: none"> 1. Discuss and agree key points to make in response to the A428 Black Cat to Caxton Gibbet Preferred Route consultation. 2. Agree to delegate the wording of the final joint response and any individual response to the consultation to the Strategy & Economy Manager, in consultation with the Portfolio Holder for Transport and Community Safety. 		<p>This report is intended to inform Cambridge City Council's response to the current A428 Black Cat to Caxton Gibbet Preferred Route consultation. It sets out key response points to inform discussion of issues by members, ahead of a full response being authorised by the Portfolio Holder for Transport and Community Safety in an out of cycle decision, potentially as part of a joint response in liaison with neighbouring authorities.</p>	<p>Executive Councillor for Transport and Community Safety</p>	<p>Claire Tunnicliffe Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>
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Strategy and Resources Scrutiny Committee - 1 July 2019 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Annual Treasury Management (Outturn) Report 2018/19</p> <p>Recommend the Officer's report to Council, which includes the Council's actual Prudential and Treasury Indicators for 2018/19.</p>		<p>The Council is required by regulations issued under the Local Government Act 2003, to produce an annual treasury report reviewing treasury management activities and the actual Prudential and Treasury Indicators for each financial year.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Steve Bevis Accountant (VAT & Treasury)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Insurance Services Contract</p> <p>To authorise officers to undertake the re-tendering and award of the Councils Insurance Services Contract.</p>		<p>The Council's existing contract expires 31/03/20, we intend to undertake a procurement for 3 years with an option to extend by a further 2 years. It is intended as part of the tender process the Council will review the offering from the LGA Insurance Mutual.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Karl Tattam Support Services Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Review of Council Tax Reduction Scheme</p> <p>To agree outline proposals and consultation process for the review of the local Council Tax Reduction Scheme and Local Council Tax Discounts.</p>		<p>Councils are required to review their Council Tax Reduction scheme annually and determine whether to revise it or not. It is appropriate for the Council to review its arrangements to ensure they are aligned with Universal Credit.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Alison Cole Head of Revenues and Benefits</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Building Cleaning Contract Procurement</p> <p>To approve the proposed specification and procurement plan for the Council's building cleaning contract.</p>		<p>In 2015, the Council awarded its building cleaning contract on a 5 year term, ending June, 2020. To ensure continuity of service, the Council is now seeking to procure a new building cleaning contract in accordance with the proposed specification and plan, to commence from when the current contract ends.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Joel Carré Head of Environmental Services</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Property Review</p> <p>To approve the recommendations arising from a review of the Council's commercial property portfolio and operational property including an Asset Management Plan.</p>		<p>A review is being undertaken of the Council's commercial property portfolio and operational properties to develop a General Fund asset management plan and inform future decisions about the portfolio and how it should be managed.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Dave Prinsep Head of Property Services</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2018/19 General Fund (Overview) Revenue and Capital Outturn, Carry Forwards and Significant Variances - Finance and Resources</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives an overview of all General Fund actual income and expenditure compared to the final budget for 2018/19 (outturn position).</p> <p>The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - F&R</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2018/19 General Fund Revenue and Capital Outturn, Carry Forwards and Significant Variances - S&EP</p> <p>(i) Recommend to Council to approve carry forward requests for revenue funding from 2018/19 to 2019/20, if appropriate, as detailed in report appendix.</p> <p>(ii) Recommend to Council to approve capital funding rephasing from 2018/19 to 2019/20, where relevant, as detailed in report appendix.</p>		<p>The report gives a summary of actual income and expenditure compared to the final budget for 2018/19 (outturn position). The report outlines the revenue and capital budget variances with explanations and any specific requests to carry forward funding available from capital or revenue budget underspends into 2019/20.</p>	<p>Executive Councillor for Strategy and External Partnerships</p>	<p>Chris Humphris Principal Accountant (Services)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Strategy and Resources Scrutiny Committee - 1 July 2019 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 13 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>3Cs Shared Service annual reports - ICT, Legal and Internal Audit</p> <p>Shared Service Annual reports for 2018/19 for approval by Exec Cllr.</p>			Executive Councillor for Finance and Resources	Fiona Bryant Strategic Director	Requested for pre-scrutiny by Cllrs Bick & Dalzell.
<p>Combined Authority Update</p> <p>To enable the Committee to scrutinise the Council's representative on the Combined Authority.</p>		The report will update the Committee on the Combined Authority's activities since its last meeting.	Executive Councillor for Strategy and External Partnerships	Antoinette Jackson Chief Executive	This item will automatically appear on the agenda for scrutiny.
<p>Annual Report 2018/19 on the Corporate Plan</p> <p>To note the annual report and agree to its publication on the City Council website.</p>		The annual report sets out progress made during 2018/19 on implementing the objectives set out in the Corporate Plan 2016-19. This is the third year of our Corporate Plan that was introduced in 2016, setting out the priority objectives the Council was aiming to achieve over a three year period.	Leader of the Council	Andrew Limb Head of Corporate Strategy	Requested for pre-scrutiny by Cllrs Bick & Dalzell.

Regulatory Committees

This section includes items scheduled for consideration by the following Regulatory Committees:

- Civic Affairs
- Licensing Committee

Committees that consider planning applications are not included on the Forward Plan.

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

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

Licensing - 8 July 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Review And Update of Hackney Carriage and Private Hire Taxi Licensing Policy</p> <p>The Committee are recommended to make changes to the Hackney Carriage and Private Hire Taxi Licensing Policy.</p>	<p>Cambridge City Council conducted a consultation between the 4th February and Sunday 10th March 2019, to review the proposed changes to the policy. The consultation proposals included;</p> <ol style="list-style-type: none"> 1. To make it mandatory for licensed vehicles (Private Hire vehicle only, Hackney Carriage Vehicles only, or all licenced vehicles) to carry a card payment device that can accept debit/card payments. 2. To add information within the Policy regarding the NR3 database and data sharing arrangements. The database contains information on driver refusals and revocations, providing a mechanism for licensing authorities to share details of such individuals and data is retained on NR3 for 25 years. All new applications for new licences and licence renewals will be automatically checked on the register. If information matches individual being searched, Cambridge City Licensing team can request further information from the authority who recorded entry. 	<p>Licensing Committee</p>	<p>Wangari Njiiri Environmental Health and Licensing Support Team Leader</p>	<p>This item will automatically appear on the agenda.</p>
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<p>Hackney Carriage and Private Hire Taxi Vehicle Rear Window Tint</p> <p>Committee members are recommended to consider if the current taxi policy tint limit as detailed in our Taxi Policy and Handbook, that states that the limit on the rear windows of vehicles should be a 30% tint (70% light transmission), should continue to be enforced for Hackney Carriage and Private Hire Taxi vehicles.</p>	<p>The Taxi Trade have recently requested for the current Taxi vehicle window tint requirement to be re-considered.</p> <p>Tinted windows or privacy glass as it is often known was not traditionally factory fitted to vehicles, with tinted films usually being applied after they had been purchased. However, tinted windows have become more commonly fitted to vehicles as standard, partly for cosmetic reasons but mainly for the practical reason as they are more energy efficient especially as hybrid and electric vehicles become more common.</p> <p>With the current City Council aim of having all new Licensed Saloon Vehicles to be Zero or Ultra-Low Emission with effect from 1 April 2020 and a for all Licensed Saloon Vehicles to be Zero or Ultra-Low Emission by December 2028. Taxi trade have communicated that it is proving to be very difficult to purchase Zero or Ultra-Low Emission vehicles that meet with the current tint requirement.</p>	<p>Licensing Committee</p>	<p>Wangari Njiiri Environmental Health and Licensing Support Team Leader</p>	<p>This item will automatically appear on the agenda.</p>
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Civic Affairs - 24 July 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Annual Report on Counter Fraud and Corruption</p> <p>Members of Civic Affairs Committee are asked to note the contents of the annual report on counter fraud and corruption.</p>		<p>The Council introduced the Prevention of Fraud and Corruption policy in 1998. The Policy sets out the culture for the organisation, in terms of not tolerating any act of fraud or corruption, and also sets out the reporting and investigation arrangements. It is regularly reviewed, and progress is reported to the committee as good practice.</p>	<p>Civic Affairs</p>	<p>Jonathan Tully Head of Shared Internal Audit Service</p>	<p>This item will automatically appear on the agenda.</p>

<p>Annual Head of Internal Audit Opinion</p> <p>Members of Civic Affairs Committee are asked to note the opinion of the Head of Internal Audit.</p>	<p>In accordance with the Public Sector Internal Audit Standards the Head of Internal Audit (HIA) provides a written report to those charged with governance. This is timed to support the Annual Governance Statement (AGS), which is also being presented to this committee. The HIA provides an opinion on the overall adequacy and effectiveness of both the organisation's internal control environment, and the risk management framework. This is based on work undertaken by Internal Audit, and other independent assurance work. Periodic updates are also provided to the Committee throughout the year.</p>	<p>Civic Affairs</p>	<p>Jonathan Tully Head of Shared Internal Audit Service</p>	<p>This item will automatically appear on the agenda.</p>
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<p>Annual Governance Statement and Local Code of Corporate Governance</p> <p>Members of Civic Affairs Committee are required to approve the Annual Governance Statement (AGS), prior to the consideration of the draft Statement of Accounts. Members should:</p> <ul style="list-style-type: none"> • Note the arrangements for compiling, reporting on and signing the AGS; • Note the progress made by the Council on issues reported in the previous AGS; • Note the issues emerging during the financial year which are considered for inclusion in the AGS; • Note any updates to the Local Code of Corporate Governance; and • Approve the contents of the AGS. 		<p>The AGS is completed annually, to accompany the Statement of Accounts, using the Framework for Delivering Good Governance in Local Government. The AGS reflects all of the Council’s activities. Examples of good corporate governance are included in a Local Code of Governance, which is also reported to the Committee. The Council reviews compliance with the Local Code of Governance to help inform the AGS and identify opportunities for improvement. The purpose of this report is to update Civic Affairs Committee on the progress of actions identified in the previous year’s AGS, and also to communicate actions included in the current AGS following the review.</p>	<p>Civic Affairs</p>	<p>Jonathan Tully Head of Shared Internal Audit Service</p>	<p>This item will automatically appear on the agenda.</p>
<p>Update on Issues on Standards for Councillors</p> <p>A general update for members on the standards regime for city councillors. No decision is required.</p>		<p>It is timely to refresh the committee on the standards regime.</p>	<p>Civic Affairs</p>	<p>Tom Lewis Head of Legal Practice</p>	<p>This item will automatically appear on the agenda.</p>

<p>Review of Elections 2 May 2019</p> <p>To offer comment for the Returning Officer's consideration on the elections held on 2 May 2019.</p>		<p>Each year the Committee reviews the elections held and offers feedback to the Returning Officer. Election agents are asked for feedback and this is reported. The report covers how the election was organised, customer feedback etc.</p>	<p>Civic Affairs</p>	<p>Gary Clift Democratic Services Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Review of Officer Employment Procedure Rules</p> <p>To consider and approve changes to the Officer Employment Procedure Rules.</p>		<p>To consider changes to the Officer Employment Procedure Rules and posts within scope of the Executive Notification arrangements.</p>	<p>Civic Affairs</p>	<p>Deborah Simpson Head of Human Resources</p>	<p>This item will automatically appear on the agenda.</p>
<p>Statement of Accounts 2018/19</p> <p>Approval for the Chair of Civic Affairs to sign the Statement of Accounts and Letter of Management Representation on behalf of the Committee following presentation of the audited accounts and the report of the external auditors.</p>		<p>It is a statutory requirement for the Statement of Accounts to be approved by the 31 July. Before Ernst and Young give their formal opinion on the accounts there is a requirement to present their audit findings and to obtain a letter of management representation.</p>	<p>Civic Affairs</p>	<p>Ken Trotter Interim Deputy Head of Finance</p>	<p>This item will automatically appear on the agenda.</p>

<p>Oral update on the 2018/19 External Audit Process</p> <p>Oral update on the 2018/19 External Audit Process</p>			Civic Affairs	Caroline Ryba Head of Finance	This item will automatically appear on the agenda.
<p>Mayoral Allowance</p> <p>To agree the level of the Mayor's Allowance.</p>		<p>The Committee agreed that the IRP should review and report on the Mayor's Allowance to be in place for the Municipal Year 2019/20.</p>	Civic Affairs	Gary Clift Democratic Services Manager	This item will automatically appear on the agenda.

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

All items listed on the plan will automatically be 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 - 11 July 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods</p> <p>To advise on the priorities for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local priorities to be adopted for the next reporting period. The final decision on which local priorities will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>East Area Committee</p>	<p>Lynda Kilkelly Safer Communities Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Election of Chair and Vice Chair - EAC</p>			<p>East Area Committee</p>	<p>James Goddard Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Outside Body Appointment: Cambridge Airport Consultative Committee</p> <p>Annual appointment made by East Area Committee.</p>			<p>East Area Committee</p>	<p>James Goddard Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>

<p>Outside Body Appointment: East Barnwell Community Centre</p> <p>Annual appointment made by East Area Committee. Must be an Abbey Ward Member.</p>			<p>East Area Committee</p>	<p>Claire Tunnicliffe Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Burnside Lakes</p> <p>To note the verbal presentation of Christian Criscione (Communications Officer Anderson) on Burnside Lakes.</p>			<p>East Area Committee</p>	<p>Claire Tunnicliffe Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Greater Cambridge Partnership</p> <p>To welcome Officers from the Greater Cambridge Partnership who will give an update on work for City Access / Choices for Better Journeys and then a wider project update of more local issues.</p>			<p>East Area Committee</p>	<p>Claire Tunnicliffe Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>

North Area - 13 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Election of Chair and Vice Chair - NAC			North Area Committee	James Goddard Committee Manager	This item will automatically appear on the agenda.
<p>Policing and Safer Neighbourhoods</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	North Area Committee	Lynda Kilkelly Safer Communities Manager	This item will automatically appear on the agenda.
<p>GCP Update</p> <p>GCP will provide a verbal update of the projects in the North Area.</p>			North Area Committee	Sarah Steed Committee Manager	This item will automatically appear on the agenda.

South Area - 22 July 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Election of Chair and Vice Chair - SAC			South Area Committee	James Goddard Committee Manager	This item will automatically appear on the agenda.
Environmental Report- SAC Actions taken by the environmental departments, reporting on private/public realm data.		The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.	South Area Committee	Wendy Johnston Community Engagement and Enforcement Manager	This item will automatically appear on the agenda.
GCP Project Updates (i) City Access/Choices for Better Journeys (ii) Cambridge South East Transport (A1307) GCP Officer to give presentation. No decision required.			South Area Committee	James Goddard Committee Manager	This item will automatically appear on the agenda.

West/Central - 20 June 2019

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>West Central Area Committee</p>	<p>Lynda Kilkelly Safer Communities Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>GCP Project Updates (i) Cambourne to Cambridge Better Public Transport Project</p> <p>Presentation by GCP Officers</p>			<p>West Central Area Committee</p>	<p>Sarah Steed Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Election of Chair and Vice Chair - WCAC</p>			<p>West Central Area Committee</p>	<p>James Goddard Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>