



CAMBRIDGE
CITY COUNCIL

THE FORWARD PLAN

1 January 2022 - 28 February 2022

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Executive Councillors 2021/22

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<http://democracy.cambridge.gov.uk/mgMemberIndex.aspx?bcr=1>

The Forward Plan: 1 January 2022 - 28 February 2022

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
The Executive	9	07/02/22	26/01/22
Environment and Community	10	27/01/22	17/01/22
Housing Scrutiny Committee	14	20/01/22	10/01/22
Planning and Transport	22	11/01/22	29/12/21
Strategy and Resources	28	07/02/22	26/01/22
Civic Affairs	34	02/02/22	25/01/22
Licensing	38	31/01/22	21/01/22
North Area	42	28/02/11	18/02/22

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

The Executive – 07/02/22 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Budget Setting Report (General Fund) 2022/23 to 2026/27</p> <p>a) To propose revenue and capital budgets for all General Fund portfolios for the financial years 2022/23, (estimate), 2023/24, 2024/25, 2025/26 and 2026/27 (forecast).</p> <p>b) To recommend the level of Council Tax for 2022/23.</p>		<p>The report recommends to the Council bids to be funded from internal or external funds, non-cash limit items, revenue savings and proposals and changes to the capital plan. This report will also recommend the proposed level of Council Tax for 2022/23.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Head of Finance</p>	<p>This is a key item and will automatically appear on the agenda.</p>

The Executive – 07/02/22 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 24/01/22

Currently no non key items scheduled for 07/02/22

Environment and Community Scrutiny Committee – 27/01/22 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Community Grants 2022-23</p> <p>Community Grant awards for 2022-23 and any other specific awards or updates that may be required.</p>		<p>Following an application round, assessments have been undertaken and this report recommends awards to voluntary and community sector organisations for 2022-23 funding subject to any outstanding information being provided and signed grant agreements being in place.</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>Public Art Strategy</p> <p>To consider, review and approve a Public Art Strategy.</p>		<p>To consider the consultation feedback and findings from the draft Strategy approved in January 2021. To review the recommendations and actions in the Strategy and to approve its use.</p>	<p>Executive Councillor for Communities</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>

<p>Review of Operation of the Councils Out of Hours Noise Service</p> <p>Future operation of the Out of Hours Noise Service, (based on the outcome of the evaluation).</p>	<p>The Committee is invited to consider the report detailing an evaluation of the impact of the Council's trial of moving from a reactive Out of Hours Noise Service to one which uses a combination of technology, (diary sheets for non-digital customers), and planned use of officer time, on the successful investigation of noise complaints, with a recommendation on future delivery based on the outcome of the evaluation.</p>	<p>Executive Councillor for Climate Change, Environment and City Centre</p>	<p>Claire Adelizzi Team Manager - Residential, Environmental Services</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Environment and Community Scrutiny Committee – 27/01/22 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 13/01/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<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 (RIPA) and its surveillance policy.</p>	<p>Executive Councillor for Open Spaces, Sustainable Food and Community Wellbeing</p>	<p>Tom Lewis Head of Legal Practice</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>
<p>Herbicide Reduction Plan</p> <p>Review and approve the Herbicide Reduction Plan.</p>		<p>This report responds to a Council Motion agreed on the 22nd July 2021. The report will set out a trial that considered, supports and seeks to understand alternative approaches to weed control. The report will set out the opportunities for feedback and learning from the Trial from a wide range of stakeholders. It is intended the trial will develop collaborative working with Key Stakeholders on a range of opportunities and associated issues.</p>	<p>Executive Councillor for Open Spaces, Sustainable Food and Community Wellbeing</p>	<p>Alistair Wilson Streets and Open Spaces Development Manager</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Complaint Upheld By The Local Government & Social Care Ombudsman Service Relating To Pest Control</p> <p>The Executive Councillor is recommended to: Note the findings of the Local Government & Social Care Ombudsman</p>	<p>The Local Government & Social Care Ombudsman has determined there was fault by the Council causing injustice in respect to this complaint. The complaint was from a customer who suspected that their dog had eaten some rodenticide, which the Council had applied at their property. The customer felt that the rodenticide had not been properly applied, thereby enabling their dog to ingest elements of it; and, as a result, the customer incurred veterinary costs to have their dog assessed. The Council responded by managing the case as a complaint in accordance with its complaints policy. The Ombudsman found that the Council should have forwarded the customer's request for veterinary cost reimbursement, as a claim, to the Council's Insurer to respond to. As a result, the Ombudsman found that this process failing caused delay, time and trouble to the customer.</p> <p>The Ombudsman's finding needs to be reported to the relevant committee.</p>	<p>Executive Councillor for Climate Change, Environment and City Centre</p>	<p>Claire Adelizzi Team Manager - Residential, Environmental Services</p>	<p>This item will automatically appear on the agenda.</p>
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Housing Scrutiny Committee – 20/01/22 (Key Decisions)

Part 1 - Management of the Council's Housing Stock

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>HRA Budget-Setting Report (BSR) 2022/23</p> <p>a) Approve the proposed charges for HRA housing rents and service charges.</p> <p>b) Consider the revenue budget proposals.</p> <p>c) Consider the capital budget proposals.</p>		<p>The report details the budget proposals relating to the Housing Revenue Account that are included in the HRA Budget Setting Report (BSR) 2022/23 which will be considered at Council on 24 February 2022. The report also includes a recommendation concerning housing rents and service charges.</p>	<p>Executive Councillor for Housing</p>	<p>Julia Hovells Assistant Head of Finance and Business Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Procurement of Contractor(s) to Deliver Energy Efficiency Improvements and Works to Reduce Carbon Emissions From Council Housing</p> <p>Approve the issue of tenders and authorise the Strategic Director to award a contract(s) to a contractor(s) to deliver energy efficiency works and works to reduce carbon emissions from Council housing in 22/23 and 23/24, with an option to extend for one or more periods up to a maximum extension of two years.</p>	<p>A report was commissioned to recommend the ways in which the Council can retrofit existing Council houses so that they produce net zero carbon emissions. A pilot study of up fifty houses is planned to commence on site in 22/23 with follow-on project planned for 23/24.</p> <p>It is proposed that the Council undertakes a procurement exercise to award contract(s) to deliver these works.</p>	<p>Executive Councillor for Housing</p>	<p>Will Barfield Asset Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Housing Scrutiny Committee – 20/01/22 (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 06/01/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Estates & Facilities Compliance Data</p> <p>The report provides an update on the Estates & Facilities on compliance related work within the service, including a summary on gas servicing, electrical testing and fire safety</p>		<p>The report provides an update on the Estates & Facilities compliance related work within the service, including a summary on gas servicing, electrical testing and fire safety.</p>	<p>Executive Councillor for Housing</p>	<p>Lynn Thomas Head of Housing Maintenance and Assets</p>	<p>Not currently requested for pre-scrutiny.</p>

Housing Scrutiny Committee – 20/01/22 (Key Decisions)

Part 2 - Strategic Housing

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Homelessness Prevention Grants to Agencies 2022-23 and proposed associated reallocation of funding</p> <p>To approve the award of homelessness prevention grants (HPGs) to agencies, and to approve an alternative source of funding for these grants, repurposing the former grants budget to support the new 'streets to home' service and enable the secure funding of existing housing advice service staff.</p>	<p>Each year the Council invites agencies to submit bids for funding for homelessness-related services. Bids are considered by a panel of officers having regard to the degree to which the proposed service will prevent or relieve homelessness. The panel considers the strategic and operational value of the proposed service and the ability of the submitting agency to self-fund in whole or in part. In former years HPGs have been funded from a core budget within the general fund. It is now proposed that from 2022-23 onward it is more appropriate to fund grants from the annual homelessness prevention grant the Council receives from central government. This move marries up these two funds. This proposed change also permits the former permanent source of grant funding to be repurposed for longer-term commitments; co-funding the Streets to Home service and the salaries of staff taken on to meet increased workload arising from the Homelessness Reduction Act.</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>
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<p>Approval of Streets to Home Service Contract Award</p> <p>Approval of Streets to Home contract following outcome of tender.</p>		<p>The Streets to Home service is a new approach to providing assistance to people who are street homeless. The service has been jointly commissioned with Cambridgeshire County Council and has been subject to a tendering exercise. The decision required is to endorse the outcome of this process to enable the contract to be awarded.</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>
<p>Report on Hanover and Princess Courts and Kingsway Flats</p> <p>This report serves to update members on progress made to date toward identifying the most appropriate improvement route for the Hanover and Princess Courts and Kingsway Flats. The report incorporates the outcomes of public consultation events as well as full internal review of opportunities, and seeks approval for a number of next steps.</p>		<p>A report was delivered to the 23 September 2021 meeting of the Housing Scrutiny Committee identifying Hanover and Princess Courts and Kingsway Flats as estates where options for the future where being considered. Approval was granted to proceed with survey and consultation works. Consultations are arranged for November.</p>	<p>Executive Councillor for Housing</p>	<p>Claire Flowers Head of Housing Development Agency</p>	<p>This is a key item and will automatically appear on the agenda.</p>

Housing Scrutiny Committee – 20/01/22 (Non Key Decisions)

Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 06/01/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Update on New Build Council Housing Delivery</p> <p>Regular update on the delivery of new council homes under the 500 programme, together with an update on the work being undertaken to deliver an additional 1,000 Council homes, building on the success of the current programme. This includes an Update on work toward revising the Sustainable Housing Design guide as approved by Housing Scrutiny Committee in January 2021.</p>		<p>Cambridge HDA was set up using a Cambridgeshire & Peterborough Combined Authority devolution grant with the target to build 500 new Council homes in Cambridge. Additional approval was granted at the Meeting of the Housing Scrutiny Committee on 24 September 2020 to proceed on planning toward a new housing delivery programme. This combined report serves to update the members on progress to date.</p>	<p>Executive Councillor for Housing</p>	<p>Claire Flowers Head of Housing Development Agency</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Cambridge City Caravan Site Licensing Policy</p> <p>Approval of a Caravan Site Licensing Policy for Cambridge City</p>	<p>The Caravan Sites and Control of Development Act 1960 (CSCDA 1960) introduced a licensing system to be operated by Local Authorities to regulate the establishment and operation of caravan sites in their area of which there are currently two in the City. Subsequently the enactment of Mobile Homes Act 2013 introduced the ability for Local Authorities, (LA's), to charge site owners a fee for applying for a site licence, for amendments or transfers of existing licenses, for annual fees and for site owners depositing site rules with the Local Authority. Additionally, the Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 now require LA's to introduce a fit and proper person test for mobile home site owners, or the person appointed to manage the site. The above combined have created a need for an encompassing Policy including fee setting and fit and proper person determination.</p>	<p>Executive Councillor for Housing</p>	<p>Claire Adelizzi Team Manager - Residential, Environmental Services</p>	<p>Not currently requested for pre-scrutiny.</p>
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Planning and Transport Scrutiny Committee – 11/01/22 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>North East Cambridge Area Action Plan: Proposed Submission (Regulation 19)</p> <p>To agree the North East Cambridge Area Action Plan: Proposed Submission (regulation 19) and supporting documents, topic papers and evidence for future public consultation, contingent upon the separate Development Control Order being undertaken by Anglian Water for the relocation of the Waste Water Treatment Plant being approved.</p>	<p>This is the next stage in the preparation of the North East Cambridge Area Action Plan, being prepared jointly with South Cambridgeshire District Council. It will seek agreement of the Proposed Submission Plan and its supporting evidence as being appropriate for publication for representations to be made, but making clear that publication would only take place if the separate Development Consent Order application for the relocation of the Waste Water Treatment Plant being undertaken by Anglian Water is ultimately approved. The report will include consideration of the results of public consultation on the draft Area Action Plan that was held in 2020. The Area Action Plan is contingent on the site being available and deliverable, which therefore requires the DCO to have been approved before the Area Action Plan is published for representations to be made. The agreement of the Reg 19 Area Action Plan by the two Councils will inform the DCO process.</p>	<p>Executive Councillor for Planning Policy and Transport</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>Biodiversity Supplementary Planning Document</p> <p>To agreed the adoption of the Biodiversity Supplementary Planning Document as amended.</p>	<p>Due to ongoing climate and biodiversity emergencies, the Councils, which form Greater Cambridge Shared Planning require current, up to date and accurate guidance for development schemes in order that development does not leave biodiversity in a worse condition than prior to development but improves the condition and / or increases the area of habitats which can support biodiversity. This is called Biodiversity Net Gain (BNG). Once adopted, this BSPD will supersede the current South Cambridgeshire SPD covering biodiversity, (2009) and will become a joint SPD for biodiversity for Greater Cambridge Shared Planning</p>	<p>Executive Councillor for Planning Policy and Transport</p>	<p>Stephen Kelly Director of Planning and Economic Development</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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<p>Review of Taxicard and Transport Initiatives</p> <p>The report will provide an update on the revised scheme for existing and new Taxicard members with recommendations for that scheme and for the future provision of Transport Initiatives for the disabled and Bus Subsidies.</p>	<p>Following approval at Planning and Transport Scrutiny Committee in June, changes were introduced to the Taxicard Scheme from 1 October. Consultation has taken place with existing Taxicard members to see how those changes have been received. The outcome of the findings will be presented to Committee.</p> <p>Consideration is also required around options for the existing provision of Cambridge City bus subsidies.</p>	<p>Executive Councillor for Planning Policy and Transport</p>	<p>Deborah Simpson Head of Human Resources</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Planning and Transport Scrutiny Committee – 11/01/22 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 23/12/21

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Officer Delegations for Major Infrastructure Projects</p> <p>To delegate authority to the Joint Director for Planning and Economic development to determine the Councils formal response in respect of specific matters associated with forthcoming statutory processes for the consideration and consenting of infrastructure in the Greater Cambridge Area</p>		<p>Over the next 36 months, the City Council will be asked to input into a number of statutory processes associated with the submission and examination of new infrastructure. This report seeks to provide, where appropriate, for the Joint Director of Planning and Economic Development to act on behalf of the Council and to determine under delegated powers, the Council’s position in respect of specific matters at defined stages in those statutory processes, where statutory timescales or practical considerations would make securing a decision through members impractical.</p>	<p>Executive Councillor for Planning Policy and Transport</p>	<p>Stephen Kelly Director of Planning and Economic Development</p>	<p>Not currently requested for pre-scrutiny.</p>

<p>Authority Monitoring Report 2020-21</p> <p>To agree publication of the report.</p>	<p>In January 2019, Cabinet agreed that a joint AMR would be produced which covers both Cambridge and South Cambridgeshire, and that these future Greater Cambridge AMRs would be agreed for publication by the Executive Member for Planning Policy at Cambridge City Council together with the Cabinet Member for Planning at South Cambridgeshire District Council via a decision outside of a meeting. However, at the Cambridge Planning and Transport Scrutiny Committee meeting in September 2020 a request was made for the next Greater Cambridge AMR to be considered at a meeting rather than through a decision outside of a meeting. As part of the signing off process it was requested that the AMR continue to be brought to committee.</p>	<p>Executive Councillor for Planning Policy and Transport</p>	<p>Stephen Kelly Director of Planning and Economic Development</p>	<p>Not currently requested for pre-scrutiny.</p>
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Strategy and Resources Scrutiny Committee - 07/02/22 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Capital Strategy</p> <p>The Executive Councillor will recommend the strategy to Council. (Item to be considered by Council on 24 February 2022.)</p>		<p>The CIPFA Prudential Code for Local Authorities requires all local authorities to produce a capital strategy. The strategy sets out the long-term context in which both capital expenditure and investment decisions are made. The capital strategy is required to be presented for consideration alongside the Council's budget.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Head of Finance</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>General Fund Budget Setting Report 2022/23 to 2026/27</p> <p>(a) To propose revenue and capital budgets for all General Fund portfolios for the financial years 2022/23, (estimate), 2023/24, 2024/25, 2025/26 and 2026/27 (forecast).</p> <p>(b) To recommend the level of Council Tax for 2022/23.</p>		<p>The report recommends to the Council bids to be funded from internal or external funds, noncash limit items, revenue savings and proposals together with changes to the capital plan. This report will also recommend the proposed level of Council Tax for 2022/23.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Head of Finance</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Amendment to Budget Setting Report (General Fund) 2022/23 to 2026/27</p> <p>(i) An Opposition proposal to amend and update proposals for the Budget 2022/23 in respect of General Fund revenue and capital budgets, earmarked reserves and an updated Section 25 report.</p> <p>(ii) To provide an updated Equality Impact Assessment in respect of any budget proposals.</p> <p>(iii) To propose, where necessary, an alternative level of Council Tax to facilitate delivery of any amendment subject to limits set out by the Government.</p>		<p>The Opposition Group(s) have the opportunity to present alternative budget proposals or to amend or delete current proposals set out in the Budget Setting Report 2022/23. Where necessary any impact on the level of Council Tax will also be reflected in this recommendation.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Head of Finance</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Treasury Management Strategy Statement 2022/23 to 2024/25</p> <p>Recommend this report to Council, including the estimated Prudential & Treasury Indicators for 2022/23 to 2024/25.</p>		<p>The Council is required to comply with the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice. The Council is required to set prudential and treasury indicators, including an authorised limit for borrowing, for a three year period and should ensure that its capital plans are affordable, prudent and sustainable. The Council also follows MHCLG Investment Guidance</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Head of Finance</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Corporate Security Contract</p> <p>To approve the procurement and award of contract for replacement corporate security contract(s). The contract will be for 4 years +1,+1,+1 commencing in April 2023.</p>		<p>Current corporate security contract expires 31/3/23. Service areas on current contract: Parking Services, The Depot, Crematorium, Orwell House, Facilities, Community Centres, Streets and Open Spaces.</p> <p>New contract will continue to provide services to the above departments and will also include Cambridge Live, Corn Exchange and other events such as the Folk Festival. This Contract will also be available to other departments within the City Council</p> <p>This will be a framework which will also be available for use by other local Councils.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Sean Cleary Commercial Operations Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>General Fund Development Programme</p> <p>To approve a proposed scheme included in the General Fund Development Programme.</p>		<p>The Committee previously approved a proposal regarding the Delivery of General Fund Property Development Programme at its meeting on 8th February 2021. The decision required is to approve a proposed scheme included in the programme.</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>New Corporate Plan 2022-27</p> <p>To note the draft Corporate Plan, and to recommend it to Council for adoption.</p>	<p>The Corporate Plan sets out the council's priorities and strategic objectives for the next five years. The more detailed work to deliver the objectives will be described in service operational plans and in the council's strategies and policies.</p>	<p>Leader of the Council</p>	<p>Andrew Limb Head of Corporate Strategy</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Strategy and Resources Scrutiny Committee - 07/02/22 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 24/01/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Combined Authority Update</p> <p>To enable the Committee to scrutinise the Council's representative on the Combined Authority.</p>		<p>The report will update the Committee on the Combined Authority's activities since its last meeting.</p>	<p>Executive Councillor for Strategy and External Partnerships</p>	<p>Andrew Limb Head of Corporate Strategy</p>	<p>This item will automatically appear on the agenda for scrutiny.</p>
<p>Cambridge City Housing Company Update</p> <p>To provide comments on the contents of the company's draft business plan to the company's Board of Directors and note work being done to establish the feasibility of a scheme to expand the company's housing stock.</p>		<p>The report presents the annual update on the Council's intermediate housing company, Cambridge City Housing Company Limited. The updated business plan for the period 2021/22 – 2030/31 is presented for comment and the company's acquisition policy and future plans are considered prior to the Council's loan refinancing due in April 2022.</p>	<p>Executive Councillor for Strategy and External Partnerships</p>	<p>Caroline Ryba Head of Finance</p>	<p>Not currently requested for pre-scrutiny.</p>

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.

Civic Affairs - 02/02/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Draft Pay Policy Statement 2022/23</p> <p>To consider the draft Pay Policy Statement 2022/2023.</p>			Civic Affairs	Deborah Simpson Head of Human Resources	This item will automatically appear on the agenda.
<p>Appointing Person: Arrangements for the Appointment of the External Auditor</p> <p>To recommend to Council the adoption of an appointing person.</p>		<p>A new appointment of external auditor for the 2023/24 – 2027/28 appointing period must be made and confirmed by 31 December 2022. As MHCLG has confirmed that Public Sector Audit Appointments Limited (PSAA) will continue in its role as Appointing Person, the report recommends to Council the approval of PSAA as the appointing person.</p>	Civic Affairs	Caroline Ryba Head of Finance	This item will automatically appear on the agenda.
<p>External Auditor's Annual Report for the year ended 31 March 2021</p> <p>To receive the External Auditor's Annual Report for the year ended 31 March 2021</p>		<p>The Auditor's Annual Report presents the conclusions of their work on the Council's 2020/21 Statement of Accounts and formally completes their audit for that year.</p>	Civic Affairs	Jody Etherington Deputy Head of Finance	This item will automatically appear on the agenda.

<p>2021/22 Statement of Accounts - Accounting Policies and Significant Areas of Judgement</p> <p>To note areas of significant judgement and approve any required changes in accounting policy.</p>		<p>Those charged with governance for the Council need to review and approve any significant areas of judgement and changes to accounting policy in advance of commencement of accounts closedown.</p>	<p>Civic Affairs</p>	<p>Jody Etherington, Caroline Ryba Deputy Head of Finance, Head of Finance</p>	<p>This item will automatically appear on the agenda.</p>
<p>Risk Management - Committee Update</p> <p>The committee should note our progress at delivering the Risk Management Strategy which was approved in September 2021.</p>		<p>The Civic Affairs Committee approved our revised Risk Management Strategy and Framework in September 2021, and requested an update on delivery in 2022. This will contribute to the continuous improvement of our governance, risk and control environment.</p>	<p>Civic Affairs</p>	<p>Stephanie Fisher, Jonathan Tully Senior Auditor, Head of Shared Internal Audit Service</p>	<p>This item will automatically appear on the agenda.</p>

<p>Members' Allowances/Parental Leave Policy/Virtual Area Committees</p> <p>The report will cover three issues: It will forward the Independent Remuneration Panel's recommendations for Councillor Allowances 2022-2026. It will also recommend a Parental Leave Policy. Finally it will seek a decision whether Area Committees continue to be non-decision making and to meet virtually.</p>	<p>The Council is required to review its Members Allowances scheme. Prior to adopting a new scheme, it must have received a report from an Independent Panel. The Committee will make recommendations to Council. Following an agreed Motion at Council on 21.10.21, the Committee will consider a Parental Leave Policy for councillors. Finally, Council agreed that Area Committees meet virtually to the end of 2021. A decision is needed to extend meeting virtually (and staying non-decision making) or revert to in-person meetings.</p>	<p>Civic Affairs</p>	<p>Gary Clift Democratic Services Manager</p>	<p>This item will automatically appear on the agenda.</p>
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<p>Amendments to the Constitution Pt4A Appendix F (A) - Protocol on Media Relations</p> <p>To consider proposed amendments to Pt4A Appendix F (A) of the constitution (Protocol on Media Relations) and recommend amendments to Council.</p>	<p>The Protocol on Media Relations was adopted several years ago. It has not been amended subsequently to reflect the changes in modern media operations, and the way it tightly defines council processes may not be appropriate for the rapidly evolving media landscape the council now operates in. It is appropriate to review the protocol and modernise it to ensure that the council has sufficient flexibility to manage its communications in a professional manner in this changing landscape and to adapt to further changes in the future.</p>	<p>Civic Affairs</p>	<p>Andrew Limb Head of Corporate Strategy</p>	<p>This item will automatically appear on the agenda.</p>
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Licensing - 31/01/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Sex Establishment Licensing Policy Review</p> <p>Members are recommended to approve the reviewed policy.</p>		<p>The council is required to review its Sex Establishment policy every 5 years. The last review was put in place on 17th October 2016. This report is to review the policy and identify any required changes.</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>
<p>Gambling Statement of Principles Policy review</p> <p>Members are recommended to approve reviewed policy.</p>		<p>The Council is required to review the Gambling Statement of Principles policy every 3 years. Most recent review changes took effect on 18th October 2018.</p>	<p>Licensing Committee</p>	<p>Luke Catchpole Senior Technical Officer</p>	<p>This item will automatically appear on the agenda.</p>

<p>Hackney Carriage Demand Survey</p> <p>Members are asked to instruct officers to procure and implement a new Hackney Carriage Demand Survey to determine whether a significant unmet demand continues to exist in the City, and to bring the results and recommendations to Licensing Committee in January 2023.</p>	<p>In January 2015 Licensing Committee resolved to limit the amount of Hackney Carriage Vehicles (HCV) following results of a taxi demand survey, conducted in 2014, that concluded there was no significant unmet demand in the city.</p> <p>Government guidance recommends that that the maximum reasonable period between surveys is three years. The last Demand Survey was completed in 2017/2018.</p> <p>The commissioning of a new demand survey, to determine whether a significant unmet demand continues to exist in the city, is therefore advised.</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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<p>Hackney Carriage and Private Hire Fees and Charges 2022/2023</p> <p>Members are recommended to approve the level of the fees and charges with effect from 1st April 2022.</p>	<p>Cambridge City Council is required to review any charges which it makes for licences and other associated items. Council policy provides that an annual review of these fees and charges will be undertaken. The Council must seek to recover the costs associated with processing applications for licences as well as the administration and monitoring of compliance with conditions. The fees charged should be capable of withstanding legal challenge, should the need arise.</p> <p>It is not permitted to make a surplus, nor to subsidise, licence holders, and so where necessary fees are adjusted in succeeding years to achieve and maintain the correct balance.</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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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

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North Area - 28/02/22

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>NAC Area Committee Grants 2022-23</p> <p>Grant awards for voluntary and community organisations.</p>		<p>To consider applications for area committee grants under the Community Grants criteria.</p>	<p>North Area Committee</p>	<p>Jackie Hanson Community Funding and Development Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Environmental Report - NAC</p> <p>Actions taken by the environmental departments, reporting on private/public realm data.</p>		<p>The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.</p>	<p>North Area Committee</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>