



## THE FORWARD PLAN

1 January 2023 - 28 February 2023

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## Executive Councillors 2022/23

|   |                              |  |
|---|------------------------------|--|
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| Executive Councillor for Environment,<br>Climate Change and Biodiversity  | Councillor Rosy Moore        | 07709 222026<br><a href="mailto:rosy.moore@cambridge.gov.uk">rosy.moore@cambridge.gov.uk</a>               |
| Executive Councillor for Equalities,<br>Anti-Poverty and Wellbeing  | Councillor Mairéad Healy     | <a href="mailto:Mairead.Healy@cambridge.gov.uk">Mairead.Healy@cambridge.gov.uk</a>                         |
| Executive Councillor for Finance,<br>Resources and Transformation (Non-<br>Statutory Deputy Leader)                 | Councillor Mike Davey        | 07540 128320<br><a href="mailto:mike.davey@cambridge.gov.uk">mike.davey@cambridge.gov.uk</a>               |
| Executive Councillor for Housing  | Councillor Gerri Bird        | 01223 425595<br><a href="mailto:gerri.bird@cambridge.gov.uk">gerri.bird@cambridge.gov.uk</a>               |
| Executive Councillor for Open<br>Spaces, Food Justice and<br>Community Development (and<br>Statutory Deputy Leader) | Councillor Alex Collis       | 07587 297657<br><a href="mailto:alex.collis@cambridge.gov.uk">alex.collis@cambridge.gov.uk</a>             |
| Executive Councillor for Recovery,<br>Employment and Community Safety   | Councillor Alice Gilderdale  | <a href="mailto:alice.gilderdale@cambridge.gov.uk">alice.gilderdale@cambridge.gov.uk</a>                   |
| Executive Councillor for Planning<br>Policy and Infrastructure  | Councillor Katie Thornburrow | 07480 246939<br><a href="mailto:katie.thornburrow@cambridge.gov.uk">katie.thornburrow@cambridge.gov.uk</a> |

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

## The Forward Plan: 1 January 2023 - 28 February 2023

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.

Any amendments to the Plan will be listed the webpage. 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    | 09/02/23     | 01/02/23          |
| Environment and Community  | 10   | 19/01/23     | 09/01/23          |
| Housing Scrutiny Committee | 16   | 24/01/23     | 12/01/23          |
| Planning and Transport     | 24   | 17/01/23     | 05/01/23          |
| Strategy and Resources     | 26   | 30/01/23     | 18/01/23          |
| Civic Affairs              | 32   | 08/02/23     | 31/01/23          |
| Licensing                  | 33   | 30/01/23     | 20/01/23          |
| North Area                 | 37   | 27/02/23     | 17/02/23          |

## Contact Information

To contact the lead officers listed in the report

- Phone – 01223 457000
- Email – All Cambridge City Council addresses are in the format [firstname.lastname@cambridge.gov.uk](mailto:firstname.lastname@cambridge.gov.uk)

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

- Phone – 01223 457013
- Email – [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk)

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

## 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 – 09/02/23 (Key Decisions)

| Subject/Decision   | New Item | Background Information   | Decision Taker  | Officer                                  | Additional Information   |
|--|----------|--|---|--|--|
| <p>Budget Setting Report (General Fund) 2023/24 to 2027/28</p> <p>a) To propose revenue and capital budgets for all General Fund portfolios for the financial years 2023/24, (estimate), 2024/25, 2025/26, 2026/27 and 2027/28 (forecast). b) To recommend the level of Council Tax for 2023/24.</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 2023/24.</p> | <p>Executive Councillor for Finance, Resources and Transformation</p> | <p>Caroline Ryba<br/>Head of Finance</p> | <p>This is a key item and will automatically appear on the agenda.</p> |

### The Executive – 09/02/23 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 30/01/23

Currently no non key items scheduled for 09/02/23

## Environment and Community Scrutiny Committee – 19 January 2023 (Key Decisions)

| Subject/Decision  | New Item | Background Information  | Decision Taker   | Officer  | Additional Information   |
|---|----------|---|--|--|--|
| <p>Community Grants 2023-24</p> <p>The approval of the Community Grants to voluntary and community organisations subject to the budget approval in February 2023.</p> |          | <p>Following an application round, assessments have been undertaken and this report recommends awards to voluntary and community sector organisations for 2023-24 funding subject to any outstanding information being provided and signed grant agreements being in place.</p> | <p>Executive Councillor for Equalities, Anti-Poverty and Wellbeing</p> | <p>Julie Cornwell<br/>Community Funding and Voluntary Sector Manager</p> | <p>This is a key item and will automatically appear on the agenda.</p> |

## **Environment and Community Scrutiny Committee – 19 January 2023 (Non Key Decisions)**

Non key items will only appear on the agenda if requested for pre-scrutiny by 05/01/23

| <b>Subject/Decision</b> | <b>New Item</b> | <b>Background Information</b> | <b>Decision Taker</b> | <b>Officer</b> | <b>Additional Information</b> |
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Complaint Upheld by the LGO  
Service Relating to a Complaint  
About Noise

Note the findings of the Local  
Government and Social Care  
Ombudsman (LGO) in relation to a  
complaint from a resident about  
noise from a large item of  
commercial equipment.

The LGO determined there was  
fault by the Council but not  
causing injustice

After the resident's complaint,  
the case officer decided the  
noise was not a nuisance and  
the company resumed  
operation of the machine. The  
resident then submitted a  
complaint regarding this  
decision

The Council managed the case  
as a complaint in accordance  
with its complaints policy, and  
found partial fault at Stage 1,  
and offered to make relevant  
service improvements. The  
resident proceeded to Stage 2.  
Stage 2 supported the outcome  
at Stage 1

The LGO found the Council at  
fault for how it initially  
investigated noise from the  
business and decided it was  
not a statutory nuisance.  
However, this did not cause the  
resident personal injustice, as  
the Council subsequently acted  
without fault and came to the  
same conclusion

The service improvements  
offered at Stage 1 are to be  
completed and evidence sent  
to the LGO

Executive  
Councillor for  
Environment,  
Climate  
Change and  
Biodiversity

Yvonne O'Donnell, Maria  
Stagg  
Environmental Health  
Manager, Principal  
Environmental Health Officer

This item will  
automatically  
appear on the  
agenda for  
discussion /  
debate.

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| <p>Review of Public Spaces Protection Order for Dog Control</p> <p>To approve in principle the proposal to review, extend and vary the Public Spaces Protection Order (PSPO) for dog control across the city and authorise officers to carry out consultation as required.</p> | <p>The PSPO for Dog Control is due to expire on 18th October 2023. It was made and came into force on 19th October 2017 to run for a period of 3 years (and was renewed for a further three years in 2020. The current order requires review and new areas to be considered for inclusion. Officers seek authorisation to publicise the proposed extended, revised and varied PSPO and to carry out consultation as required by the Anti-social Behaviour, Crime and Policing Act 2014.</p> | <p>Executive Councillor for Open Spaces, Food Justice and Community Development</p> | <p>Wendy Johnston<br/>Community Engagement and Enforcement Manager</p> | <p>Requested for pre-scrutiny by Cllrs Payne and Copley.</p> |
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| <p>Plant-Based Catering Options for Civic Events</p> <p>Councillors are recommended to note the catering options, related costs and findings, presented within the report and to support the recommended way forward regarding catering at future Civic events.</p> | <p>Following the plant-based food motion raised at full Council on 26 May 2022, the Council resolved to promote and normalise plant-based food by transitioning to provide more plant-based food options at Council meetings and events where food is served, due to the greenhouse gas emissions of meat and dairy production. As part of this, it was agreed that officers would explore a variety of catering options and bring a costed report of fully plant-based catering options for Civic events to a future Environment and Community Scrutiny Committee.</p> | <p>Executive Councillor for Open Spaces, Food Justice and Community Development</p> | <p>Catherine Stewart<br/>Climate Change Officer</p> | <p>Requested for pre-scrutiny by Cllrs Payne and Copley.</p> |
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| <p>Extension to Storeys Field Community Centre</p> <p>1. To agree to extend the councils contract for management services if required by Storey's Field Centre Trust (SFCT), until 31 March 2024</p> <p>2. To note that the council's management and operation of Storey's Field Centre will end 31 March 2024 and that eight Council employed posts will then transfer under a TUPE arrangement, to a new operator appointed by Storey's Field Centre Trust</p> | <p>The Council agreed to enter into a contract with Storeys Field Centre Trust (SFCT) to operate Storeys Field Community Centre, but this was never intended to be a long-term arrangement for either party. An initial 5 year contract for services was agreed, and this was then extended by the council for 18 months until 31st Dec 2022 and then extended again until 31st March 2023, to enable Storeys Field Centre Trust (SFCT) to tender for a new operator. A tender process was completed in July 2022 but was unsuccessful. The Council and University have agreed to a further contract extension until 31st March 2024 to allow the Trust to:</p> <ol style="list-style-type: none"> <li>1. Review the tender process</li> <li>2. Progress work to clarify the future direction for the centre</li> <li>3. Provide Council staff at the centre with greater clarity</li> </ol> | <p>Executive Councillor for Open Spaces, Food Justice and Community Development</p> | <p>Allison Conder<br/>Strategic Project Manager</p> | <p>Requested for pre-scrutiny by Cllrs Payne and Copley.</p> |
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## Housing Scrutiny Committee – 24 January 2023 (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) 2023/24</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) 2023/24 which will be considered at Council on 23 February 2023.</p> <p>The report also includes a recommendation concerning housing rents and service charges.</p> | <p>Executive Councillor for Housing</p> | <p>Julia Hovells<br/>Assistant Head of Finance and Business Manager</p> | <p>This is a key item and will automatically appear on the agenda.</p> |



## Housing Scrutiny Committee – 24 January 2023 (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 10/01/23

| <b>Subject/Decision</b>  | <b>New Item</b> | <b>Background Information</b>   | <b>Decision Taker</b>            | <b>Officer</b>                            | <b>Additional Information</b>                          |
|--|-----------------|---|----------------------------------|---|--|
| E&F Compliance Update<br><br>None - This report is for information and not for decision. |                 | The report provides an update on the compliance related activities delivered within the Estates & Facilities Team, including a summary on gas servicing, electrical testing and fire safety work. | Executive Councillor for Housing | Renier Barnard<br>Health & Safety Officer | Requested for pre-scrutiny by Cllrs Porrer and Howard. |

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| <p>Housing Ombudsman determinations</p> <p>To note the Housing Ombudsman's findings, the Council's actions to remedy the fault and act on lessons learnt.</p> | <p>The Housing Ombudsman found that the Council was at fault in two recent complaints –</p> <p>In case 1 the faults were as follows:</p> <p>a) Its response to the resident's concerns about her bathroom refurbishment.</p> <p>b) Its handling of the associated complaint.</p> <p>In case 2 there was fault in how the Council recorded its decisions about the suitability of accommodation offered under a hospital discharge scheme and how it discussed the scheme with the complainant.</p> | <p>Executive Councillor for Housing</p> | <p>David Greening<br/>Head of Housing</p> | <p>This item will automatically appear on the agenda for discussion / debate.</p> |
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| <p>Void Management Policy</p> <ul style="list-style-type: none"> <li>- To approve the Council's Void Management Policy and re-written '5 point promise'(changed to the 'Re-let Standard').</li> <li>- To acknowledge that this policy, the new Re-Let standard and any processes being put in place now, will need to be kept under review whilst the Government's White Paper for social housing is still in development.</li> </ul> |  | <p>Executive Councillor for Housing</p> | <p>Lynn Bradley<br/>Head of Housing<br/>Maintenance and Assets</p> | <p>Requested for pre-scrutiny by Cllrs Porrer and Howard.</p> |
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**Housing Scrutiny Committee – 24 January 2023 (Key Decisions)**

**Part 2 - Strategic Housing**

| <b>Subject/Decision</b> | <b>New Item</b> | <b>Background Information</b> | <b>Decision Taker</b> | <b>Officer</b> | <b>Additional Information</b> |
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| <p>Homelessness Prevention Grants to Agencies 2023-24</p> <p>To approve the award of homelessness prevention grants (HPGs) to agencies, and to approve the repurposing of an element of the budget so that a winter provision service for rough sleepers can be commissioned over three years.</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. More broadly 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.</p> <p>Each year the Council receives and, as a matter of rote approves, an application to this budget for the provision of winter accommodation for rough sleepers. Officers believe that this is unnecessary and that it will aid planning and ensure better value if a multi-year service is commissioned. A decision is sought to remove an element of the grant budget from the bidding process and use this to commission a three-year service. The sum to be allotted has yet to be determined.</p> | <p>Executive Councillor for Housing</p> | <p>James McWilliams<br/>Housing Services Manager -<br/>Housing Advice</p> | <p>This is a key item and will automatically appear on the agenda.</p> |
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| <p>Report on Proposed Development Scheme at Corner East Road and St Matthews Street</p> <p>This report outlines work undertaken toward identifying a housing development scheme to be delivered through the Housing Development Agency, and seeks approval by the Executive Councillor for the proposed development and associated budget.</p> | <p>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 report outlines schemes proposed to be brought forward, which will deliver new council housing.</p> | <p>Executive Councillor for Housing</p> | <p>Natalie Bailey<br/>Project Manager</p> | <p>This is a key item and will automatically appear on the agenda.</p> |
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## Housing Scrutiny Committee – 24 January 2023 (Non Key Decisions)

### Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 10/01/23

| Subject/Decision  | New Item | Background Information   | Decision Taker                          | Officer  | Additional Information  |
|---|----------|--|---|--|---|
| <p>Regular Update on the Development and Delivery of New Council Homes</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.</p> |          | <p>Cambridge HDA was set up using a Cambridgeshire &amp; 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 report serves to update the members on progress to date on all the Council's new homes programme activity.</p> | <p>Executive Councillor for Housing</p> | <p>Claire Flowers<br/>Head of Housing Development Agency</p> | <p>Requested for pre-scrutiny by Cllrs Porrer and Howard.</p> |

## Planning and Transport Scrutiny Committee – 17 January 2023 (Key Decisions)

| Subject/Decision   | New Item | Background Information   | Decision Taker   | Officer  | Additional Information   |
|--|----------|--|--|--|--|
| <p>Greater Cambridge Joint Local Plan</p> <p>To confirm Greater Cambridge Local Plan preferred strategy.</p> |          | <p>The Greater Cambridge Local Plan First Proposals consultation held in 2021 set out a preferred development strategy. This decision is to confirm the preferred strategy in the light of representations to that consultation, and updated evidence.</p> | <p>Executive Councillor for Planning Policy and Infrastructure</p> | <p>Jonathan Dixon, Caroline Hunt<br/>                     Planning Policy Manager, Strategy and Economy Manger - SCDC &amp; City</p> | <p>This is a key item and will automatically appear on the agenda.</p> |



## Planning and Transport Scrutiny Committee – 17 January 2023 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 03/01/23

| Subject/Decision  | New Item | Background Information   | Decision Taker  | Officer   | Additional Information                                       |
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| <p>Responses to Water Resources East Regional Water Plan, and Cambridge Water Resources Management Plan</p> <p>To agree the Council's responses to Water Resources East's Regional Water Plan, and Cambridge Water's Water Resources Management Plan.</p> |          | <p>Water Resources East are producing a regional water resources plan for the period to 2050. The draft plan will be subject to consultation prior to adoption.</p> <p>Individual water companies produce Water Resources Management Plans for their areas which are updated every five years. Cambridge Water will be consulting on their plan, and how they intend to plan for water supplies for the next 25 years.</p> | Executive Councillor for Planning Policy and Infrastructure | Jonathan Dixon, Stephen Kelly<br>Planning Policy Manager, Joint Director, Greater Cambridge Shared Planning Service | Requested for pre-scrutiny by Cllrs Porrer, Bick and Davies. |
| <p>Authority Monitoring Report for Greater Cambridge 2021-2022</p> <p>To agree the Authority Monitoring Report for Greater Cambridge 2021-2022 for publication.</p>   |          | All Local Authorities are obliged to publish an Authority Monitoring Report (AMR) each year. They describe progress against the Local Development Scheme and monitor the impact of planning policies included in development plan documents.   | Executive Councillor for Planning Policy and Infrastructure | Jonathan Dixon, Stephen Kelly<br>Planning Policy Manager, Joint Director, Greater Cambridge Shared Planning Service | Requested for pre-scrutiny by Cllrs Porrer, Bick and Davies. |

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| <p>Briefing on Major Infrastructure Projects Covered By Officer Delegation</p> <p>None – briefing for information purposes only, at the request of Members following the 4 October 2022 meeting of Planning and Transport Scrutiny Committee</p> |  | <p>Report is for information only</p> | <p>Executive Councillor for Planning Policy and Infrastructure</p> | <p>Philippa Kelly, Claire Tunnicliffe<br/>Delivery Manager (Strategic Sites), Committee Manager</p> | <p>Requested for pre-scrutiny by Cllrs Porrer and Bick.</p> |
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## Strategy and Resources Scrutiny Committee - 30 January 2023 (Key Decisions)

| Subject/Decision   | New Item | Background Information  | Decision Taker  | Officer                                  | Additional Information   |
|--|----------|---|---|--|--|
| <p>Treasury Management Strategy Statement 2023/24 to 2025/26</p> <p>Recommend this report to Council, including the estimated Prudential &amp; Treasury Indicators for 2023/24 to 2025/26.</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, Resources and Transformation</p> | <p>Caroline Ryba<br/>Head of Finance</p> | <p>This is a key item and will automatically appear on the agenda.</p> |
| <p>Capital Strategy</p> <p>The Executive Councillor will recommend the strategy to Council. (Item to be considered by Council on 23 February 2023.)</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, Resources and Transformation</p> | <p>Caroline Ryba<br/>Head of Finance</p> | <p>This is a key item and will automatically appear on the agenda.</p> |

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| <p>General Fund Budget Setting Report 2023/24 to 2027/28</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). (b) To present the outcomes of the General Fund budget consultation</p> |  | <p>The Committee is asked to scrutinise the draft General Fund budget and the budget consultation outcome report and report its findings to the Executive for consideration alongside the Final General Fund Budget Setting Report at its meeting on 9 February 2023.</p>        | <p>Executive Councillor for Finance, Resources and Transformation</p> | <p>Caroline Ryba<br/>Head of Finance</p>  | <p>This is a key item and will automatically appear on the agenda.</p> |
| <p>Procurement of Contract for Electricity Supply 2024-28</p> <p>Approval to purchase electricity via Eastern Shires Purchasing Organisation (ESPO) Energy Framework from 2024-2028.</p>  |  | <p>The Council's current contract for electricity supply ends on 30 September 2024. A new supply contract is required to ensure continued supply at best possible rates.</p>   | <p>Executive Councillor for Finance, Resources and Transformation</p> | <p>Will Barfield<br/>Asset Manager</p>    | <p>This is a key item and will automatically appear on the agenda.</p> |
| <p>Senior Management Structure Proposals</p> <p>To endorse the proposals and recommendations of the Chief Executive on the new senior management structure.</p>   |  | <p>The Chief Executive is undertaking a consultation on the future senior management structure of the Council in November/December 2022. The report covers the responses to the consultation and the recommendations for a new structure planned to take effect in May 2023.</p> | <p>Leader of the Council</p>  | <p>Robert Pollock<br/>Chief Executive</p> | <p>This is a key item and will automatically appear on the agenda.</p> |

## Strategy and Resources Scrutiny Committee - 30 January 2023 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 16/01/23

| 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>Leader of the Council</p> | <p>Andrew Limb<br/>Assistant Chief Executive</p>                           | <p>This item will automatically appear on the agenda for scrutiny.</p> |
| <p>North East Cambridge Core Site</p> <p>No decision.</p>   |          | <p>The Core site sits at the heart of the North East Cambridge Area Action Plan, and is jointly owned by Cambridge City Council and Anglian Water, who have formed a joint venture, working with the appointed Master Developers, U&amp;I and Town. The potential development of the site is subject to determination of a proposed Development Consent Order application to relocate the Cambridge Waste Water Treatment Plant, funded by the Housing Infrastructure Fund programme.</p> | <p>Leader of the Council</p> | <p>Fiona Bryant<br/>Director of Enterprise and Sustainable Development</p> | <p>Requested for pre-scrutiny by Cllr Payne and Bick.</p>              |

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| <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.</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 2022/23 – 2031/32 is presented for comment and the company's acquisition policy and future plans are considered.</p> | <p>Executive Councillor for Finance, Resources and Transformation</p>     | <p>Caroline Ryba<br/>Head of Finance</p>    | <p>Not currently requested for pre-scrutiny.</p>                                  |
| <p>Update on the Four Day Week Trial in the Greater Cambridge Shared Planning Service</p> <p>Asked to note report.</p>  |  | <p>The Officer's report will provide a brief summary of the planning process that took place to prepare for the trial and gives a brief insight into the early weeks of the trial in practice.</p>  | <p>Executive Councillor for Finance, Resources and Transformation</p>     | <p>Chris Connor<br/>Committee Manager</p>   | <p>This item will automatically appear on the agenda for scrutiny.</p>            |
| <p>Review of Use of the Regulation of Investigatory Powers Act</p> <p>To review the Council's use of powers under the Regulation of Investigatory Powers Act.</p> |  | <p>A Home Office Code of Practice recommends an annual review of the Council's use of the Regulation of Investigatory Powers Act 2000 (RIPA) and its surveillance policy.</p>   | <p>Executive Councillor for Recovery, Employment and Community Safety</p> | <p>Tom Lewis<br/>Head of Legal Practice</p> | <p>This item will automatically appear on the agenda for discussion / debate.</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 - 8 February 2023

| Subject/Decision   | New Item | Background Information  | Decision Taker | Officer                                    | Additional Information                             |
|--|----------|---|----------------|--|--|
| <p>External Auditor's Annual Report for the year ended 31 March 2022</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 2021/22 Statement of Accounts and formally completes their audit for that year.</p>                            | Civic Affairs  | Caroline Ryba<br>Head of Finance           | This item will automatically appear on the agenda. |
| <p>2022/23 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> | Civic Affairs  | Caroline Ryba<br>Head of Finance           | This item will automatically appear on the agenda. |
| <p>Draft Pay Policy Statement 2023/24</p> <p>To consider a draft Pay Policy Statement for 2023/24.</p>   |          | <p>To consider a draft Pay Policy Statement for 2023/24 and the Council's senior pay arrangements for consideration at Full Council on 2 March 2023.</p>  | Civic Affairs  | Deborah Simpson<br>Head of Human Resources | This item will automatically appear on the agenda. |



**Licensing - 30 January 2023**

| <b>Subject/Decision</b> | <b>New Item</b> | <b>Background Information</b> | <b>Decision Taker</b> | <b>Officer</b> | <b>Additional Information</b> |
|-------------------------|-----------------|-------------------------------|-----------------------|----------------|-------------------------------|
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| <p>Annual Review of Licensing Fees and Charges 2023-24</p> <p>Members are recommended to consider and agree proposed licensing fees and charges.</p> | <p>Cambridge City Council, as the Licensing Authority, is responsible for processing and issuing licences for a wide range of activities.</p> <p>The Council needs to demonstrate that the fees it charges for such licences have been set in accordance with the law and best practice, so as to recover its allowable costs in administering the various licensing regimes for which it is responsible.</p> <p>Fees should be set so as to avoid either a surplus or a subsidy where possible and adjusted, if necessary, in succeeding years to achieve and maintain the correct balance.</p> <p>Under the Local Government (Miscellaneous Provisions) Act 1976, the Council is required to consult on any changes to the fees and charges in respect of Hackney Carriage and Private Hire licensing.</p> <p>New fees to be effective from 1st April 2023.</p> | <p>Licensing Committee</p> | <p>Wangari Njiiri<br/>Environmental Health and Licensing Support Team Leader</p> | <p>This item will automatically appear on the agenda.</p> |
|--|---|----------------------------|--|---|

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|--|--|----------------------------|--|---|
| <p>Limiting the Number of Hackney Carriage Licences</p> <p>Members are recommended to consider and approve findings from Demand Survey report.</p> | <p>The Council may, as part of its adopted policy on the licensing of Hackney Carriages (HCV), consider whether to apply a limit on the maximum number of HCV licences which it will issue at any time. However, this power may be exercised only if the Council is satisfied that there is no significant demand for the services of HCVs which is unmet (section 16 Transport Act 1985). The Council has no power to limit the number of Private Hire Vehicle (PHV) licences.</p> <p>Demand survey should be carried out to establish whether or not the current HCV fleet meet the demand for HCV services within the district, and additionally to cover accessibility issues and the provision of ranks within the district.</p> <p>The next survey was due to be completed in 2020. Due to the Covid-19 pandemic, it was concluded that a survey at that time would not be a true representation of the demand. In January 2022, members approved the commissioning of a 2022 demand survey.</p> | <p>Licensing Committee</p> | <p>Wangari Njiiri<br/>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

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.

## North Area Committee 27 February 2023

| Subject/Decision  | New Item | Background Information  | Decision Taker              | Officer  | Additional Information                                    |
|---|----------|---|-----------------------------|--|---|
| <p>Area Committee Grants 2023-24</p> <p>To consider applications for Area Committee grants as per the Community Grants criteria which will then be referred to the Executive Councillor for approval.</p> |          | <p>2023-24 grant awards for voluntary and community organisations.</p>  | <p>North Area Committee</p> | <p>Julie Cornwell<br/>Community Funding and Voluntary Sector 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<br/>Community Engagement and Enforcement Manager</p>   | <p>This item will automatically appear on the agenda.</p> |